

## **CONTRACT FOR SUPPLY OF COMMODITIES**

### **Police Department Uniforms**

This Contract (the "Contract") is made and entered into this \_\_\_\_\_ day of December, 2017, by and between the City of Galveston (the "City"), a Texas home-rule municipality, and Fernandez Investment Group dba Cop Stop, Inc., a corporation, located at 6831 Broadway Street, Suite F, Pearland, Texas 77581. By entering into this Agreement, Company agrees that City is entering into this agreement in its governmental capacity, and not a proprietary one.

**WHEREAS**, the City of Galveston desires to obtain commodity supply services in connection with Police Department Uniforms within the City of Galveston ("City") and Fernandez Investment Group dba Cop Stop, Inc. ("Company") desires to provide such services; and

**WHEREAS**, this Agreement between the Parties consist of the terms and conditions set forth herein, and that documents, attached and incorporated for all purposes; Exhibit A identified as the proposal from Company for the following services:

### **POLICE DEPARTMENT UNIFORMS**

#### **Response to RFP 17-30**

**NOW, THEREFORE**, for and in consideration of the mutual covenants hereinafter set forth, the parties do mutually agree as follows:

1. **SCOPE OF SERVICES**: Company will provide supplies and services (the "Work") to the City in connection with the Project, such Work more specifically described in Exhibit A, attached and fully incorporated for all intents and purposes.
2. **STANDARD OF CARE**: The standard of care for all contractual and related services performed or furnished by Company under this agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality.
3. **COMPLIANCE WITH LOCAL, STATE AND FEDERAL LAWS** – Company shall comply with all applicable laws, ordinances, and codes of the federal, state, and local governments.
4. **CHANGES**: The City may request changes in the scope of the services to be performed hereunder. Such changes, including any increase or decrease in the amount of compensation to Company, which are mutually agreed upon by and between the City and Company, shall be incorporated in written amendments to this Contract. No changes in the terms of this contract shall be binding unless it is in writing and signed by an authorized representative of both parties.
5. **TERM**: Contract term shall be one (1) year upon execution of the contract by the City of Galveston. Upon completion of the term of the original contract, and upon mutual agreement of both parties, the original contract may be renewed for four (4) additional one (1) year periods.
6. **DELIVERY TIME OF COMMODITIES**: Supplies shall be delivered to, and if necessary installed, by Company at the request of City within fourteen calendar days of receipt of City issued purchase order. It is expressly understood and agreed, by and between Company and the City, that the time for the completion of the work described is a reasonable time for the completion of the same, taking into consideration the average climatic change and conditions and usual industrial conditions prevailing in this locality.

7. ACCESS TO INFORMATION: It is agreed that all information, data, reports and records and maps as are existing, available, and necessary for the carrying out of the work shall be furnished to Company by the City and its agencies. The City and its agencies will cooperate with Company in every way possible to facilitate the performance of the work described in the contract.

8. SCHEDULE AND DELIVERABLES: Company will perform the Work in accordance with the schedules/timetables described in greater detail in the attached Exhibit A. All of Company's reports and data will be submitted to the City in electronic format, using Microsoft Word, Excel, Access, and/or other computer software applications, as specified in Exhibit A. There is no minimum amount of commodities to be supplied for this contract. City is only responsible for commodities supplied by Company, at the rate described in greater detail in the attached Exhibit A.

9. APPROPRIATIONS: The obligations of the City to make payment under this Contract are expressly subject to appropriations by the City of funds that are lawfully available to be applied to such purpose.

10. COMPENSATION: The City shall compensate Company at a price per unit supplied to the City. Such prices are detailed in Exhibit A. City shall compensate Company only for units supplied to the City. Company will furnish an invoice to the City detailing activities performed and reflecting actual time and expenses incurred during the preceding month. All invoices are due under Government Code Sec. 2251.021, and are payable to Company at 6831 Broadway Street, Suite F, Pearland, Texas 77581. The City shall not be responsible for any payment to Company for any additional services or expenses not specifically included in Exhibit A, except upon execution of an amendment to this Contract in writing by both parties. Parties shall attempt to resolve any payment disputes within thirty (30) days after the invoice date.

11. DEFECTS AND THEIR REMEDIES: It is further agreed that if any part of the work or any material brought on the site for use in the work, is deemed by the City or City's Representative as unsuitable or not in conformity with plans, specifications, and contract documents, the Company shall, after receipt of written notice from the City's Representative, immediately remove such material and rebuild or otherwise remedy such work so that it shall be in full accordance with this contract. It is further agreed that any remedial action shall be at Company's expense. No final payment shall be made to Company until that remedial action takes place.

12. INSURANCE REQUIREMENTS: Company shall provide all required City of Galveston certificates of coverage and all renewals throughout the duration of the Project. For each policy except Workers' Compensation protection, Company shall name the City as an additional insured and shall provide that the policy require the insurance carrier to notify the City a minimum of thirty days (30) in advance of cancellation of all or part of the policy. All insurance policies are to be issued by an insurance company authorized to do business in the State of Texas and using an insurance company with an A.M. Best rating of B+ or better. All subcontractors utilized must also comply with these specifications as if they were the winning proposer. Specific details of coverage limits and conditions are listed below. Company is responsible for ensuring all required insurance policies are valid for the duration of the contract.

Required Insurance: The required insurance must be maintained throughout the duration of the work under this contract.

- a. Commercial general liability insurance, naming the City of Galveston as an additional insured and as certificate holder, and waiving subrogation per the contractual requirements of this project. Limits are to be equal to or greater than:

\$2,000,000 general liability (includes products and personal, etc.)  
\$1,000,000 fire damage  
\$1,000,000 automobile damage  
\$500,000 workers compensation employers' liability  
Statutory limits for workers compensation

Insurance coverage shall be on an “**occurrence basis**”.

13. **TERMINATION**: This Contract shall terminate upon the expiration of one year from the date of execution of this Contract. This Contract may be terminated prior to completion of the Work by either party upon 30 days' written notice to the other. If, through any cause, Company shall fail to fulfill in a timely and proper manner his/her obligations under this contract, the City shall thereupon have the right to terminate this Contract by giving written notice to Company of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In the event of early termination, City shall pay Company for all work performed and expenses incurred to the date specified in the notice of termination, and Company shall turn over to the City all documents, information, and Work produced to said date relating to the Project. Notwithstanding the above, Company shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the Contract by Company or its subordinates and the City may withhold any payments to Company for the purpose of set-off until such time as the exact amount of damages due the City from Company is determined.

The City may terminate this contract at any time by giving at least ten (10) days' notice in writing to Company. If the contract is terminated by the City as provided herein, Company will be paid for the time provided and expenses incurred up to the termination date.

14. **FORCE MAJEURE**: No party to this agreement shall be deemed in violation if it is prevented from timely performing any of its obligations by reason of labor disputes, acts of God, acts of the public enemy, acts of superior governmental authority, or other circumstances for which the party is not responsible or which is not in its control.

15. **INDEMNIFICATION. FOR CONSIDERATION RECEIVED**, Company shall, to the extent allowable, indemnify, save and hold the City of Galveston harmless, including City's officers, agents, employees and servants, from any claims, actions, lawsuits, proceedings, damages, loss, judgments, liabilities or expense on account of damage to property and injuries, including death, to the extent caused by any negligent act, intentional tort, intellectual property infringement, or failure to pay a subcontractor or supplier of Company or those acting under Company's supervision or control. Company shall not be responsible, however, for any loss, damage, liability or expense on account of damage to property and injuries, including death, by which may arise from the negligence of the city. Company shall comply with the requirements of all current applicable laws, rules and regulations and shall indemnify and hold harmless the City and its agency members from and against the failure to comply with those laws, and shall assume full responsibility for payments of Federal, State and local taxes on contributions imposed or required under the Social Security, worker's compensation and income tax laws.

16. **REPORTS AND INFORMATION**: Company, at such times and in such forms as the City may require, shall furnish the City such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Contract, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Contract.

17. INDEPENDENT CONTRACTORS: The parties are independent contractors as to each other. Nothing in this Contract shall be construed as creating any agency or employment relationship. Neither Party shall make any representations tending to create an apparent or implied agency or employment relationship; neither party has the authority to act for the other or to create obligations or debts binding on the other; and neither party shall be responsible for any obligations or expenses incurred by the other.

18. SUBCONTRACTOR: The term "Subcontractor", includes only those having a direct contract with the Company for performance of work on the project contemplated by these documents. Company shall submit the names and addresses of all proposed subcontractors to the City. Subcontractors may be disqualified by City for the same reason that a Contractor may be disqualified. City shall have no responsibility to any Subcontractor employed by Company for performance of work on the project contemplated by these contract documents, but Subcontractors will look exclusively to Company for any payments due to the Subcontractor.

19. PROTECTION OF PERSONS AND PROPERTY: Company is responsible for providing protection of persons and property, including safe working conditions throughout the progress of the project.

20. ASSIGNMENT: Neither party hereto may assign its rights or delegate its obligations hereunder without the written consent of the other party.

21. CONSTRUCTION: In the event that any provision of this Contract is held by a court of competent jurisdiction to be invalid or unenforceable for any reason, such provision shall be modified to the minimum extent necessary to make such provision valid and enforceable, and the remaining provisions shall be affected thereby to the least extent possible.

22. NO WAIVER: The failure of any party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce that or any other provision of this Contract.

23. ENTIRE AGREEMENT: This Contract incorporates all provisions of the attached proposal for Police Department Uniforms within the City of Galveston, Texas in Exhibit A and constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter of this Contract.

24. SEVERABILITY CLAUSE: The phrases, clauses, sentences, paragraphs or sections of these conditions are severable. If any phrase, clause, sentence, paragraph, or section of these conditions should be declared invalid by the final decree or judgment of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of these conditions.

25. ATTORNEY'S FEES: In the event there is a dispute concerning this Contract, each party shall be responsible for its own costs and expenses including attorneys' fees and court costs incurred in the course of any dispute, mediation, or legal proceeding.

26. APPLICABLE LAW, VENUE, AND JURISDICTION: This Contract shall be construed under and in accordance with the laws of the State of Texas, with jurisdiction in the courts of the State of Texas and venue in Galveston, County regardless of where the obligations of the parties were performed. By execution of this Contract, the parties agree to subject themselves to the jurisdiction of the Courts of the State of Texas in all matters relating to or arising out of this Contract or the Work. By entering into this Contract, Company acknowledges that City is entering into this contract in its governmental capacity, and not a proprietary capacity.

27. COPYRIGHT: No report, maps, or other documents produced in whole or in part under this Contract shall be subject of an application for copyright by or on behalf of Company.

28. NOTICES: All notices required or permitted under this Contract shall be in writing and shall be deemed given when delivered in person or three days after deposit in the United States Mail, postage prepaid, addressed to the party's address reflected at the end of this Contract. A party's notice address may be changed from time to time by that party's providing written notice to the other. A copy of the notice to the City shall be sent to:

City Attorney  
City of Galveston  
823 Rosenberg, Suite 203  
P. O. Box 779  
Galveston, Texas 77553

Fernandez Investment Group dba Cop Stop, Inc.  
6831 Broadway Street, Suite F  
Pearland, Texas 77581

**[SIGNATURES FOLLOW ON NEXT PAGE]**  
**[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]**

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate on the day and year first above written.

CITY OF GALVESTON, TEXAS

Fernandez Investment Group dba Cop Stop, Inc.

By: \_\_\_\_\_  
Brian Maxwell, City Manager

By: \_\_\_\_\_  
Rick Fernandez, Principal

ATTEST:

\_\_\_\_\_  
Janelle Williams, City Secretary

APPROVED AS TO FORM

\_\_\_\_\_  
Mehran Jadidi  
Assistant City Attorney

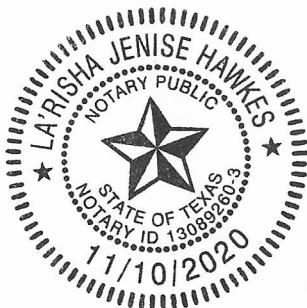
BY EXECUTION OF THIS AGREEMENT, Company ACKNOWLEDGES RECEIPT OF  
A COPY OF THIS CONTRACT.

THE STATE OF TEXAS       §  
  §  
Brazoria COUNTY       §

On this day, BEFORE ME, the undersigned, personally appeared Ricardo Fernandez of Fernandez Investment Group dba Cop Stop, Inc., personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted executed the instrument.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 1<sup>st</sup> day of Dec., 2017.

\_\_\_\_\_  
Notary Public in and for  
The State of Texas





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/27/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>VERN INSURANCE GROUP</b> 3311 Broadway Pearland, TX 77581		<b>CONTACT NAME</b> <b>PHONE (A/C No Ext)</b> (281) 922-1616 <b>FAX (A/C No)</b> (281) 481-2010 <b>E-MAIL ADDRESS</b> mvernjr@verninsurancegroup.com	
<b>INSURED</b> Fernandez Investment Group, Inc dba Cop Stop 6831 Broadway Suite F Pearland, TX 77581		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A</b> Catlin Speciality Insurance Company <b>NAIC#</b> 15989 <b>INSURER B</b> <b>INSURER C</b> <b>INSURER D</b> <b>INSURER E</b> <b>INSURER F</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <b>x \$500 Ded per claim</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y	N	4202801519	09/04/2017	09/04/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PO/AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A					PER STATUTE OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
	A COMMERCIAL PROPERTY	N	N	4202801519	09/04/2017	09/04/2018	BPP-LOC #1 \$750,000 BPP-LOC #2 \$250,000 DEDUCTIBLE \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101. Additional Remarks Schedule, may be attached if more space is required)

Re: Lease Number #46118

Location #1 Bldg 1&amp;2-6831 Broadway, Suite F &amp; E, Pearland, TX 77581; Location #2 6831 Broadway, Suite Q &amp; R, Pearland, TX 77581

Special, RC, 80% Coins

Certificate Holder is named as Additional Insured/Loss Payee per form CG 2028 (07/04)

**CERTIFICATE HOLDER****CANCELLATION**Geneva Capital, LLC and its assigns  
522 Broadway Street Suite 4  
Alexandria, MN 56308

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Fernandez Investment Group DBA Cop Stop  
Pearland, TX United States

Certificate Number:  
2017-289505

Date Filed:  
12/01/2017

Date Acknowledged:

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

Galveston Police Department

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

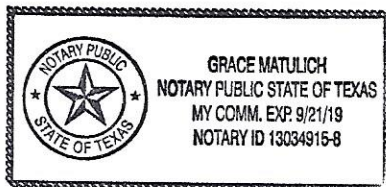
RFP 17-30  
Police Uniforms

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Fernandez Investment Group DBA Cop Stop	Pearland, TX United States	X	

5 Check only if there is NO Interested Party. ☐

**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



AFFIX NOTARY STAMP / SEAL ABOVE

*Natalie Fernandez*  
Signature of authorized agent of contracting business entity

Sworn to and subscribed before me, by the said Natalie Fernandez, this the 1<sup>st</sup> day of December, 2017, to certify which, witness my hand and seal of office.

*Grace Matulich*  
Signature of officer administering oath

Grace Matulich  
Printed name of officer administering oath

Notary Public State of Texas  
Title of officer administering oath



# City of Galveston

## REQUEST FOR PROPOSAL

**Proposal Reference Number:** 17-30

**Project Title:** Police Uniforms

**Proposal Closing Date:** 2:00 P.M.(CST), Wednesday, October 18, 2017

Original and three (3) copies and one media source required.  
***No Proposals submitted after the above deadline will be accepted.***

**Contact:** City of Galveston Purchasing Division at  
[purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov) or 409-797-3579.

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# Galveston, Texas

## Request for Proposal

### 1. Introduction

- A. Project Overview: The City of Galveston is requesting proposals with the intent of awarding a contract for the purchase of goods and services contained in Appendix J – Scope of Services.
- B. Questions: Following are contacts for questions as identified.
- i. RFP Clarifications: All questions related to requirements or processes of this RFP should be submitted in writing to the Purchasing Division. Contact information provided in section 2 below.
  - ii. Scope of Service Questions: All questions related to the scope of services should be submitted in writing to the contact person(s) noted in Appendix J – Scope of Services.
  - iii. Replies: Responses to inquiries which directly affect an interpretation or effect a change to this RFP will be issued in writing by addendum and posted to City website. All such addenda issued by City prior to the submittal deadline shall be considered part of the RFP. The City shall not be bound by any reply to an inquiry unless such reply is made by such formal written addendum.
  - iv. Acknowledgement of Addenda: The Proposer must acknowledge all addenda by signing and returning such document(s) or by initialing appropriate area of the proposal document or the submittal will marked Non-Responsive.
- C. Notification of Errors or Omissions: Proposers shall promptly notify the City of any omissions, ambiguity, inconsistency or error that they may discover upon examination of this RFP. The City shall not be responsible or liable for any errors and/or misrepresentation that result from the solicitations which are inadvertently incomplete, ambiguous, inconsistent or obviously erroneous.
- D. Conflict of Interest Questionnaire (Form CIQ): A person or business, and their agents, who seek to contract or enter into an agreement with the City, are required by Texas Local Government Code, Chapter 176, to file a conflict of interest questionnaire (FORM CIQ) which is found in Appendix C. The form must be filed with the City Secretary no later than seven (7) days after the date the person or business begins contract discussions or negotiations with the City, or submits an application, response to a request for proposals or proposals, correspondence, or other writing related to any potential agreement with the City. If no conflict exists the offeror must mark the form Not Applicable or NA and return with the proposal packet.
- E. Disclosure of Interested Parties Form 1295: A person or business, who enters into a contract with the City, meeting the conditions according to Texas Local Government Code Sec. 2252.908, is required to file Form 1295 with Texas Ethics Commission. **This form is not required unless there is a contract between the vendor and the City of Galveston. Do not submit this form unless you receive an award letter from the City.**

## 2. Contact Information

**Mailing Address:** City of Galveston, Purchasing Division, Room 306, PO Box 779, Galveston, Texas 77553

**Physical Address:** City of Galveston, Purchasing Division, 823 Rosenberg Street, Room 306, Galveston, Texas 77550

**Email Address:** [purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov)

## 3. General Information

- A. **Tax Exempt Status:** City purchases are exempt from State Sales Tax and Federal Excise Tax. Do not include tax in the proposal. City will furnish Excise Tax Exemption Certificate upon request.
- B. **Public Inspection of Proposals:** The City strictly adheres to the Texas Public Information Act (Texas Government Code Chapter 552.001, et seq.) and all other governing statutes, regulations, and laws regarding the disclosure of RFP information. Proposal Documents are not available for public inspection until after the contract award. If the Proposer has notified the City, in writing, that the Proposal Document contains trade secrets or confidential information, the City will generally take reasonable steps to prevent disclosure of such information, in accordance with the Public Information Act. This is a statement of general policy only, and in no event shall the City be liable for disclosure of such information by the City in response to a request, regardless of the City's failure to take any such reasonable steps, even if the City is negligent in failing to do so.
- C. All Proposers are hereby put on notice that if the Proposer is awarded a contract for procurement of goods or services, the City of Galveston is entering into that contract in its governmental capacity, and not a proprietary capacity.
- D. The City of Galveston is required to verify, that company does not do business with Iran, Sudan, or any Foreign Terrorist Organization, pursuant to Texas Government Code, Chapter 2252, Section 2252.152, and Section 2252.153.

## 4. RFP Withdrawals and/or Amendments

- A. **RFP Withdrawal:** The City reserves the right to withdraw this RFP for any reason.
- B. **RFP Amendments:** The City reserves the right to amend any aspect of this RFP by formal written Addendum prior to the Proposal submittal deadline and will endeavor to notify all potential Proposers that have notified the Purchasing Division of their intent to Proposal, but failure to notify shall impose no obligation or liability on the City.

## 5. Estimated Quantities

The City does not guarantee to purchase any minimum or maximum quantity but does contemplate purchasing exclusively during the term of the contract from the successful vendor(s).

## 6. Proposal Submittal Requirements

- A. **Submittal Packet – How to submit:** All Proposals must be submitted in person or by mail at the addresses in Section 2, above. No Proposals will be accepted electronically, either by fax or email. Proposals submitted electronically will be marked non-responsive. Proposals shall be sealed and marked clearly with the Proposal number, Proposal name,

closing date and time, on the outside of the package or envelope. Unidentifiable Proposals will be unopened and marked as non-responsive.

- B. Submittal Packet – Required Contents: All items in this Proposal are considered part of the Proposal package. Submittals must include the package in its entirety; signed in the appropriate places by an authorized representative of the company with an original signature. Proposals not including all of the above will be considered non-responsive. A Proposal requires an Original signed document, copies, and a media source. Please mark the Proposals "Original" and "Copy" and label the media source (preferred media is a jump/thumb drive). Please submit the original and correct number of copies indicated on the title page, or Proposal will be marked "Non-responsive". Offerors must submit their Proposals on the forms provided herein, otherwise, it will be marked non-responsive.
- C. Submittal Deadline: The deadline for submittal of Proposals shall be as identified on the title of the Proposal and on page 9 (nine) of Appendix A-Proposal. It is the Offeror's responsibility to have the Proposal Documents, including Addenda, correctly submitted by the submittal deadline. No extensions will be granted and no late Proposals will be accepted.
- D. Proposals Received Late: Proposers are encouraged to submit their Proposals as soon as possible. The time and date of receipt as recorded in the Purchasing Office shall be the official time of receipt. The City is not responsible for late submission regardless of the reason. Late Proposals will not be considered under any circumstances.
- E. Alterations or Withdrawals of Proposal Document: Any submitted Proposal may be withdrawn or a revised Proposal substituted prior to the submittal deadline. Proposal Documents cannot be altered, amended or withdrawn by the Proposer after the submittal deadline.
- F. Proposal Document Format: All proposal Documents must be prepared in single-space type, on standard 8-1/2" x 11" vertically oriented pages, numbered at the bottom, with the exception of plans or drawings, those may be submitted landscape on 8-1/2" x 11" pages. ***The package must be in the order required in the Scope of Services.*** The submittal must be written in pen or typed, signatures must be signed in pen, and anything written in pencil will not be accepted. Mistakes can be crossed out and corrections inserted and initialed in ink by the individual signing the proposal. The City only accepts proposals that are hand delivered or by mail, to the addresses in Section 2 of the proposal documents. No fax or email copies will be considered and will be marked "Non-responsive".
- G. Questions and Responses: Questions regarding proposals must be addressed to the Purchasing Division [purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov). The subject line must read "**Proposal 17-30 Police Uniforms**". The question deadline will be addressed in Appendix J-Scope of Services. Responses will be answered after the question deadline in the form of an Addendum. No responses will be given to questions submitted after the deadline. Questions submitted outside of the Purchasing Division will not be answered and any communication with a User Department prior to award by City Council will disqualify a vendor from being considered for award.
- H. Pre-Proposal Conferences: The date and time of a pre-proposal conference, if necessary, will be found in Appendix J-Scope of Services.
- I. Validity Period: Once the submittal deadline has passed, any proposal Document shall constitute an irrevocable proposal to provide the commodities and/or services set forth in the Scope of Services at the price(s) shown in the Proposal Document. Such proposal shall

be irrevocable until the earlier of the expiration of ninety (90) days from the submittal deadline, or until a contract has been awarded by the City.

## **7. Proposal Evaluation and Contract Award**

- A. Proposal Evaluation and Contract Award Process: An award of a contract to provide the goods or services specified herein will be made using competitive sealed proposals, in accordance with Chapter 252 of the Texas Local Government Code and with the City's purchasing policy. The City will evaluate all proposals to determine which offerors are reasonably qualified for the award of the contract, applying the anticipated evaluation factors and emphasis to be placed on each factor as identified in the Scope of Services. A variety of factors may be used in the evaluation of the submitted proposals for this project. The City may, at its option, conduct discussions with or accept proposal revisions from any reasonably qualified proposer. Discussions may not be initiated by offerors. **These discussions will be limited to issues and topics brought forth by the City. Any attempt by proposer or vendor at deviating from the issues and topics to discuss other issues and topics concerning the Proposal brought forth by the City of Galveston shall be grounds for disqualification.** Vendors shall not contact any City of Galveston personnel during the proposal process without the express permission from the City's Purchasing Supervisor.
- B. All correspondence relating to this proposal, from advertisement to award, shall be sent to the City of Galveston's Purchasing Division. All presentations and/or meetings between the City of Galveston and the vendor relating to this proposal shall be coordinated by the City of Galveston Purchasing Division. The City reserves the right to determine which proposal provides the City with the best value and which will be in the City's best interest.
- C. Completeness: If the Proposal Document is incomplete or otherwise fails to conform to the requirements of the RFP, the City alone will determine whether the variance is so significant as to render the Proposal non-responsive.
- D. Ambiguity: Any ambiguity in the Proposal Document as a result of omission, error, lack of clarity or non-compliance by the Proposer with specifications, instructions and all conditions shall be construed in the favor of the City. In the event of a conflict between these standard RFP requirements and details provided in Appendix J – Scope of Services or Appendix A – Proposal, the Appendices shall prevail.
- E. Unit Prices and Extensions: If unit prices and their extensions do not coincide, the City may accept the price most beneficial to the City, and the Proposer will be bound thereby.
- F. Additional Information: City may request any other information necessary to determine Proposer's ability to meet the minimum standards required by this RFP.
- G. Partial Contract Award: City reserves the right to award one contract for some or all the requirements proposed or award multiple contracts for various portions of the requirements to different Proposers based on the unit prices proposed in response to this request, or to reject any and all Proposals and re-solicit for Proposals, as deemed to be in the best interest of City.
- H. No Commitment: The Request for Proposal does not commit the City of Galveston to award any costs or pay any costs, or to award any contract, or to pay any costs associated with or incurred in the preparation of a (Proposal/proposal) to this request, or to procure or contract for services or supplies.
- I. Protest Procedures: Any actual or prospective proposer who is allegedly involved with the solicitation or award of a proposal may submit a protest to the decision. The protest must

be submitted in writing to the City of Galveston's Purchasing Supervisor within three working days after such aggrieved person knows of, or should have known of the facts giving rise thereto. If the protest is not resolved by mutual agreement, the Purchasing Supervisor will promptly issue a decision in writing to the protesting party.

- i. All protest lodged by potential or actual contractors or proposers must be made in writing and contain the following information.
    - a. Name, address and telephone number of the protestor.
    - b. Identification of the solicitation or contract number and time.
    - c. A detailed statement of the protest's legal and factual grounds, including copies of relevant documents.
    - d. Identification of the issue (s) to be resolved and statement of what relief is requested.
    - e. Arguments and authorities in support of the protest.
    - f. A statement that copies of the protest have been mailed or delivered to all interested parties in the request for proposals process. In the case of request for proposals, the City of Galveston Purchasing Supervisor shall ask the protester to mail or deliver the protest to relevant parties.
  - ii. The City of Galveston's City Manager has the authority to render the final determination regarding the protest. Any determination rendered by the City of Galveston's City Manager will be final.
- J. Single Proposal Response: If only one bid or proposal is received in response to the Request for Proposal/Bid, a detailed cost proposal may be requested of the single contractor. A cost/price analysis and evaluation and/or audit may be performed of the cost proposal in order to determine if the price is fair and reasonable.
- K. Re-Appropriation of Budget Items: The City may reduce the funds allocated and the services required under this Agreement at its discretion. The City shall notify Contractor in writing of this reduction. Contractor shall not perform any services subtracted from this Agreement. The de-obligation of funds does not require any formal amendment of this Agreement but shall be evidenced by a revised budget approved by City Council.
- L. Appropriation of Funds: The City of Galveston has established an appropriation (allocation) of funds for this project, if in the event that appropriated (allocated) funds are exhausted, the contractor's only remedy shall be suspension or termination of its performance under this contract and shall have no other remedy in law or in equity against the City and no right to damages of any kind.
- M. Terminate for Cause: The occurrence of any one or more of the following events will justify termination of the contract by the City of Galveston for cause:
- i) The successful Proposer fails to perform in accordance with the provisions of these specifications; or
  - ii) The successful Proposer violates any of the provisions of these specifications; or
  - iii) The successful Proposer disregards laws or regulations of any public body having jurisdiction; or
  - iv) The successful Proposer transfers, assigns, or conveys any or all of its obligations or duties under the contract to another without written consent of the City.

- v) If one or more of the events identified in Subparagraphs G i) through iv) occurs, the City of Galveston may, terminate the contract by giving the successful Proposer seven (7) days written notice of such termination. In such case, the successful Proposer shall only be entitled to receive payment for goods and services provided before the effective date of termination. The successful Proposer shall not receive any payment on account of loss of anticipated profits or revenue or other economic loss resulting from such termination.
  - vi) When the contract has been so terminated by the City of Galveston, such termination shall not affect any rights or remedies of the City then existing or which may thereafter accrue.
- J. Terminate for Convenience: This contract may be cancelled or terminated at any time by giving vendor thirty (30) days written notice. Vendor may be entitled to payment for services actually performed prior to termination; to the extent said services are satisfactory.

## **8. Pursuant to Sec. 2-341 of the City Code – Declaration of Policy**

- A. It is the policy of the City of Galveston to stimulate growth of local minority and women-owned business enterprise (M/WBE) by encouraging their participation in all phases of its contract and procurement activity and by affording them the opportunity to compete for all City of Galveston contracts. The purpose and objectives of this article are to:
- i. Increase the capacity of local M/WBE's to provide products and services.
  - ii. Increase the opportunities for local M/WBE's to expand their business with the city and other public and private sector business entities.
- B. Provided, however, nothing herein shall require the city to award contracts for services or procurements to a M/WBE which is not also the lowest responsive and responsible Proposer and otherwise qualified unless the city may otherwise lawfully award the contract to someone other than the lowest responsive, responsible Proposer.
- C. Additionally The City of Galveston has a Disadvantaged Business Enterprise, (DBE) program mandated by the US Department of Transportation, which is part of its M/WBE program.

# Appendix A – Proposal Document

Submittal Checklist: (To determine validity of Proposal)

Appendix A (pages 9 through 18 ) must be included in the Proposal submittal.

Appendix B – G (pages 20 through 25 ) all forms must be complete and included in the submittal.

Appendix J (pages 29 through 93 ) must be included in the Proposal submittal.

<b>All Proposals submitted to the City of Galveston shall include this page with the submitted Proposal.</b>			
<b>RFP Number:</b>	<b>17-30</b>		
<b>Project Title:</b>	<b>Police Uniforms</b>		
<b>Submittal Deadline:</b>	<b>October 18, 2017 @ 2:00 p.m. CST</b>		
<p align="center"><b>Submit in person: City of Galveston Purchasing Division., 823 Rosenberg St., Room 306, Galveston, Texas 77550</b>  <b>or by mail: City of Galveston Purchasing Division., PO Box 799, Galveston, Texas 77553</b></p>			
<b>Proposer Information:</b>			
<b>Proposer's Legal Name:</b>			
<b>Address:</b>			
<b>City, State &amp; Zip</b>			
<b>Federal Employers Identification Number #</b>			
<b>Phone Number:</b>		<b>Fax Number:</b>	
<b>E-Mail Address:</b>			
<b>Proposer Authorization</b>			
<p><b>I, the undersigned, have the authority to execute this Proposal in its entirety as submitted and enter into a contract on behalf of the Proposer.</b></p> <p>Printed Name and Position of Authorized Representative: _____</p> <p>Signature of Authorized Representative: <u><i>Rick Fernandez</i></u></p> <p>Signed this _____(day) of _____(month), _____(year)</p>			

**I learned of this Request for Proposal by the following means:**

- |  |   |
|--|---|
| <input type="checkbox"/> Newspaper Advertisement | <input type="checkbox"/> City E-mail Notification |
| <input type="checkbox"/> Galveston Website       | <input type="checkbox"/> Cold Call to City        |
| <input type="checkbox"/> Mailed Me a Copy        | <input type="checkbox"/> Other                    |

## Appendix A – Proposal Document (continued)

### I. ***REQUIRED PROPOSAL INFORMATION. IN ORDER FOR A PROPOSAL TO BE CONSIDERED COMPLETE, AND TO BE EVALUATED FOR A CONTRACT AWARD BY THE CITY, PROPOSER MUST SUBMIT ALL OF THE FOLLOWING INFORMATION***

#### 1. **Proposed Products and/or Services**

- A. Product or Service Description: Proposers should utilize this section to describe the technical aspects, capabilities, features and options of the service or product and/or service proposed in accordance with the required Scope of Services as identified in Appendix J. Promotional literature, brochures, or other technical information may be used.
- B. Additional Hardware Descriptions: Proposers should also include in this section a detailed description of what additional hardware and/or software, if any, would be required by the City in order to fully utilize the goods and/or services proposed.
- C. Guarantees and Warranties: Each Proposer shall submit a complete copy of any warranties or guarantees provided by the manufacturer or Proposer with the Proposal submitted.
- D. Project Schedule/Delivery Date: Proposer must provide a project schedule noting all projected completion dates for segments of the Project, from start-up to completion, and all delivery dates for goods covered by the RFP. The Proposal Document must show the number of days required to deliver and install the product or equipment after the receipt of the City's Purchase Order.

#### 2. **Cost of Proposed Products and/or Services**

- A. Pricing: Pricing shall reflect the full Scope of Services defined herein, inclusive of all associated cost for delivery, labor, insurance, taxes, overhead, and profit.
- B. Schedule of Pricing: Proposer shall quote unit pricing in accordance with the itemized listing of products or contract segments stated in the Scope of Services and using the following format:

Item #	Quantity	Description of Products/Services	Unit Cost	Extended Price
			\$	\$
			\$	\$
			\$	\$
		<b>TOTAL ALL LINE ITEMS</b>	\$	\$

#### 3. **Term of Contract and Option to Extend:**

Any contract resulting from this RFP shall be effective for thirty-six (36) months upon execution by the City of Galveston. The City anticipates that contract shall be renewed pursuant to the availability of funds and at the discretion of the City. The following clauses shall be included in the contract:

- A. Option Clause: It is agreed that City will have the option to extend the contract for up to two (2) additional years, in one-year intervals. To exercise this option, the City shall serve notice 30 days prior to contract termination or to the end of any one-year extension. The Option to Extend will not be considered if funding is unavailable or if the contractor's past

performance is not within the industry standard.

- B. Escalation Clause: Should market conditions prevail which dictate an increase, the successful contractor may submit documentation requesting permission to increase pricing no later than 30 days after receiving notice from the City of its intent to extend the agreement. Escalation may only occur at the time of renewal and only upon securing the approval of the City in writing. Requests for price adjustments must be solely for the purpose of accommodating an increase in the contractor's cost, not profits.

Vendors shall show in this quote their anticipated percent of escalation if/when the option to extend is exercised. The percent quoted will be a maximum. In addition, the percentage proposed will be a factor in determining the best value to the City. It is the average price over the period of the contract that will be the price factor considered in the evaluation of this quote. Quotes in which negative or no escalation is shown will be considered as 0% escalation.

- C. Price Increases Upon Extension: If approved by the City, the Contractor shall modify the rates charged by the Contractor to reflect any changes shown in the comparative statement delivered to the City. The maximum increase allowed under this provision shall be two percent (2%) per year. The City shall have authority, in its reasonable discretion, to determine the validity of any change in Contractor's rates. City cannot exercise the Option to Extend with any price increases unless the Vendor completes the section of the Quote requesting anticipated percentage of annual escalation. The escalation time frame will be determined by the City's Fiscal Year which begins in October and ends the following September. (example: FY 2017 October 1, 2016 – September 30, 2017)

**FIRST ADDITIONAL YEAR (FY 2019) ESCALATION ..... \_2\_ %**

**SECOND ADDITIONAL YEAR (FY 2020) ESCALATION..... \_2\_ %**

**THIRD ADDITIONAL YEAR (FY 2021) ESCALATION ..... \_2\_ %**

**FOURTH ADDITIONAL YEAR (FY 2022) ESCALATION ..... \_2\_ %**

#### **4. Proposer's Experience / Staff**

- A. Project Team: Identify all members of the Proposer's team (including both team members and management) who will be providing any services proposed and include information which details their experience.
- B. Removal or Replacement of Staff: If an assigned staff person must be removed or replaced for any reason, the replacement person must be approved by City prior to joining the project.
- C. Business Establishment: State the number of years the Proposer's business has been established and operating. If Proposer's business has changed names or if the principals operating the business operate any similar businesses under different names, or have operated any other businesses or changed the legal status or form of the business within the last five (5) years, all names, of predecessor business names, affiliated entities, and previous business entities operated by the principals, if different than present, must be provided;

**State the number of years' experience the business has: \_\_\_\_\_; and the number of employees: \_\_\_\_\_.**

- D. Project Related Experience: All Bids must include detailed information that details the Proposer's experience and expertise in providing the requested services that demonstrates the Proposer's ability to logically plan and complete the requested project.

## 5. References

Proposer shall provide four (4) references where Proposer has performed similar to or the same types of services as described herein.

Reference #1:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

Reference #2:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

Reference #3:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

Reference #4:

Client / Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Services Provided:	

**6. Trade Secrets and/or Confidential Information**

Trade Secrets and/or Confidential Information: This proposal \_\_\_ (does) \_\_\_ (does not) contain trade secrets and/or confidential information. If applicable, describe such trade secrets and confidential information, and the basis for your assertion that such material qualifies for legal protection from disclosure.

**7. Federal, State and/or Local Identification Information**

- A. Centralized Master Bidders List registration number: \_\_\_\_\_.
- B. Prime contractor HUB / MWBE registration number: \_\_\_\_\_.
- C. An individual Proposer acting as a sole proprietor must also enter the Proposer's Social Security Number: # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_.

**8. Emergency Business Services Contact Notice**

During a natural disaster, or homeland security event, there may be a need for the City of Galveston to access your business for products or services after normal business hours and/or holidays. The City may request City employee pick up or vendor delivery of product or services.

For this purpose, a primary and secondary emergency contact name and phone number are required. It is critical the vendor's emergency contact information remains current. City shall be contacted by E-mail with any change to a contact name or phone number of these emergency contacts. Updates may be emailed to **[purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov)**.

All products or services requested during an emergency event are to be supplied as per the established contract prices, terms and conditions. The vendor shall provide the fee (pricing) for an after-hours emergency opening of the business, if any. In general, orders will be placed using a City of Galveston procurement card (Master Card) or City issued Purchase Order. The billing is to include the emergency opening fee, if applicable.

The contractor shall provide the names, phone numbers and fee (pricing), if any, for an after-hours emergency opening of the business listed below.

Business Name: \_\_\_\_\_

Contract #: \_\_\_\_\_

Description: \_\_\_\_\_

Primary Contact (Name): \_\_\_\_\_

Primary Contact Phone Numbers: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Secondary Contact (Name): \_\_\_\_\_

Secondary Contact Phone Numbers: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

After Hours emergency opening fee, if applicable: \$ \_\_\_\_\_

## 9. Cooperative Governmental Purchasing Notice

Other governmental entities maintaining inter-local agreements with the City, may desire, but are not obligated, to purchase goods and services defined in this RFP from the successful Proposer. All purchases by governmental entities, other than the City, will be billed directly to and paid by that governmental entity. The City will not be responsible for another governmental entity's debts. Each governmental entity will place their own orders with the successful Proposer and be responsible for ensuring full compliance with the RFP specifications. Prior to other governmental entities placing orders, the City will notify the successful Proposer of their intent.

Please indicate below if you will permit other governmental entities to purchase from your agreement with the City.

☐ **Yes, Others can purchase purchase.**

☐ **No, Only the City can**

## II. ***CONTRACT TERMS AND CONDITIONS. EXCEPT WHERE PROPOSER MAKES SPECIFIC EXCEPTION IN THE SUBMITTED PROPOSAL, ANY CONTRACT RESULTING FROM THIS RFP WILL CONTAIN THE FOLLOWING TERMS AND CONDITIONS, WHICH PROPOSER HEREBY ACKNOWLEDGES, AND TO WHICH PROPOSER AGREES BY SUBMITTING A PROPOSAL:***

### 1. **Delivery of Products and/or Services**

- A. Payment Terms: Unless otherwise specified in the Scope of Services or otherwise agreed to in writing by the City, payment terms for the City are Net 30 days upon receipt of invoice. Refer to Texas Local Government Code 2251, Payment for Goods and Services. Otherwise known as the Prompt Payment Act. Send all invoices to City of Galveston Attention: Accounts Payable, PO Box 779, Galveston, Texas 77553 or email: [accountspayable@galvestontx.gov](mailto:accountspayable@galvestontx.gov). See Appendix H for ACH Payment Information, if you elect to receive your payments according to Appendix H, fill out the form and return with your documents.
- B. Warranty of Products and Services: All products furnished under this contract shall be warranted to be merchantable and good quality and fit for the purposes intended as described in this Proposal, to the satisfaction of City and in accordance with the specifications, terms, and conditions of the Scope of Services, and all services performed shall be warranted to be of a good and workmanlike quality, in addition to, and not in lieu of, any other express written warranties provided.
- C. Late Delivery or Performance: If Proposer fails to deliver acceptable goods or services within the timeframes established in the Project Schedule, the City shall be authorized to purchase the goods or services from another source and assess any increase in costs to the defaulting Proposer, who agrees to pay such costs within ten days of invoice.
- D. FOB (delivery charges): All products offered shall be FOB final destination, with all delivery charges to be prepaid by the Proposer. The City does not accept C.O.D. or collect shipments. The contract price shall include all charges, including delivery, installation and set-up fees. All packing, crating, or other debris resulting from the delivery or set-up of the commodity purchased shall be removed and properly disposed by the successful Proposer at no additional cost to the City.

- E. Title to Goods and Risk of Loss: For goods to be provided by Proposers hereunder, if any, the title and risk of loss of the goods shall not pass to City until City actually receives, takes possession, and accepts the goods and the installation of such goods, has tested the system, and determined that it is in good and acceptable working order.
- F. Force Majeure: If by reason of Force Majeure either party shall be rendered unable, wholly or in part, to carry out its responsibilities under this contract by any occurrence by reason of Force Majeure, then the party unable to carry out its responsibility shall give the other party notice and full particulars of such Force Majeure in writing within a reasonable time after the occurrence of the event, and such notice shall suspend the party's responsibility for the continuance of the Forced Majeure claimed, but for no longer period. Force Majeure means acts of God, floods, hurricanes, tropical storms, tornadoes, earthquakes, or other natural disasters, acts of public enemy, acts of terrorism, sovereign conduct, riots, civil commotion, strikes or lockouts, and other causes that are not occasioned by either Party's conduct which by the exercise of due diligence the party is unable to overcome and which substantially interferes with operations.
- G. Liquidated Damages: This section left intentionally blank.
- H. Change Orders: per Texas Local Government Code Sec. 252.048. CHANGE ORDERS.
  - (a) If changes in plans or specifications are necessary after the performance of the contract is begun or if it is necessary to decrease or increase the quantity of work to be performed or of materials, equipment, or supplies to be furnished, the governing body of the municipality may approve change orders making the changes.
  - (b) The total contract price may not be increased because of the changes unless additional money for increased costs is appropriated for that purpose from available funds or is provided for by the authorization of the issuance of time warrants.
  - (c) If a change order involves a decrease or an increase of \$50,000 or less, the governing body may grant general authority to an administrative official of the municipality to approve the change orders.
  - (c-1) If a change order for a public works contract in a municipality with a population of 300,000 or more involves a decrease or an increase of \$100,000 or less, or a lesser amount as provided by ordinance, the governing body of the municipality may grant general authority to an administrative official of the municipality to approve the change order.
  - (d) The original contract price may not be increased under this section by more than 25 percent. The original contract price may not be decreased under this section by more than 25 percent without the consent of the contractor.

## **2. Miscellaneous**

- A. Independent Contractor: Proposer agrees that Proposer and Proposer's employees and agents have no employer-employee relationship with City. Proposer agrees that if Proposer is selected and awarded a contract, City shall not be responsible for the Federal Insurance Contribution Act (FICA) payments, Federal or State unemployment taxes, income tax withholding, Workers Compensation Insurance payments, or any other insurance payments, nor will City furnish any medical or retirement benefits or any paid vacation or sick leave.

- B. Assignments: The rights and duties awarded the successful Proposer shall not be assigned to another without the written consent of the Purchasing Supervisor. Such consent shall not relieve the assigner of liability in the event of default by the assignee.
- C. Liens: Proposer shall indemnify and save harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided to the City by Proposer or Proposer's vendor(s), and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
- D. Gratuities / Bribes: Proposer certifies that no bribes in the form of entertainment, gifts, or otherwise, were offered or given by the successful Proposer, or its agent or representative, to any City officer, employee or elected representative, with respect to this RFP or any contract with the City, and that if any such bribe is found to have been made this shall be grounds for voiding of the contract
- E. Financial Participation: Proposer certifies that it has not received compensation from the City to participate in preparing the specifications or RFP on which the Proposal is based and acknowledges that this contract may be terminated and/or payment withheld if this certification is inaccurate.
- F. Required Licenses: Proposer certifies that he holds all licenses required by the State of Texas for a provider of the goods and/or services described by the Scope of Services herein.
- G. Authority to Submit Proposal and Enter Contract: The person signing on behalf of Proposer certifies that the signer has authority to submit the Proposal on behalf of the Proposer and to bind the Proposer to any resulting contract.
- H. Authority to Enter Contract – City: The City Manager is the only person authorized to execute contracts on behalf of the City. All signature pages must include "approved as to form" and be signed by the City Attorney before the City Manager will execute the contract. Neither department heads nor elected officials are authorized to sign any binding contracts or agreements prior to being properly placed on the City Councils agenda and approved in an open meeting. Department heads and other elected officials are not authorized to enter into any type of agreement or contract on behalf of the City of Galveston. Only the City Manager may enter into a contract on behalf of the City of Galveston as authorized by City Council and the City Charter. Additionally, department heads and other elected officials are not authorized to agree to any type of supplemental agreements or contracts for goods or services. Supplemental agreements are subject to review by the City's Legal Department prior to being signed by the City Manager, (City's authorized representative).
- I. Compliance with Applicable Law: Proposer agrees that the contract will be subject to, and Proposer will strictly comply with, all applicable federal, state, and local laws, ordinances, rules, and regulations.
- J. Non-Discrimination: During the performance of this contract, the contractor agrees as follows: (1) The contractor will not discriminate against any employee or applicant for employment because of race, age, disability, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants and employees are not discriminated against on the basis of race, age, disability, color, religion, sex or national origin. In the event the contractor violates this non-discrimination clause, such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions

of this nondiscrimination clause. (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, age, disability, color, religion, sex or national origin.

### **3. Financial Responsibility Provisions**

A. **Insurance:** The Proposer, consistent with its status as an independent contractor, shall carry, and shall require any of its subcontractors to carry, at least the following insurance in such form, with such companies, and in such amounts (unless otherwise specified in the Scope of Services, Appendix J) as City may require, naming the City of Galveston as the additional insured:

- i. Worker's Compensation and Employer's Liability insurance, including All States Endorsement, to the extent required by federal law and complying with the laws of the State of Texas;
- ii. Commercial General Liability insurance for at least One Million Dollars (\$1,000,000) on a per occurrence basis, with a Two Million (\$2,000,000) aggregate. Blanket Contractual Liability, Broad Form Property Damage, Personal Injury, Completed Operations/Products Liability, Premises Liability, Medical Payments, and Broad Form General Liability Endorsements;
- iii. Comprehensive Automobile Liability insurance covering all owned, non-owned or hired automobiles to be used by the Contractor, with coverage at the minimum State of Texas requirements;
- iv. Professional Liability, Errors and Omissions in an amount to be determined in the Scope of Services.

Insurance coverage shall be on an "occurrence basis"

B. **Indemnification:** In Accordance with State Law, the contractor agrees to indemnify, save, and hold harmless the City of Galveston, Texas, its employees, officials, and agents from any and all claims, actions, damages, lawsuits, proceedings, judgments, or liabilities, for personal injury, death, or property damage resulting from the acts or omissions of anyone under the contractor's supervision or control.

In the event of any cause of action or claim asserted by a party to this agreement or any third party, the City will provide the contractor with timely notice of such claim, dispute or notice. Thereafter, the contractor shall at its own expense, faithfully and completely defend and protect the City against any and all liabilities arising from this claim, cause of action, or notice.

- i. **Indemnity for Intellectual Property:** Proposer hereby warrants that the use or sale of the products, materials and services delivered hereunder will not infringe on the rights of any trade secrets, patent, copyright, registered trademark, or other intellectual property by right covering such materials and the successful Proposer agrees to indemnify and hold harmless the City for any and all costs, expenses, judgments, and damages which the City may have to pay or incur.

- C. Bond Requirements: If applicable, per the Scope of Services (Appendix J, Section 3. Special Conditions), prior to the commencement of work on this Project, Proposer shall deliver to the City the following bonds issued by a good and sufficient surety licensed by the State of Texas and satisfactory to the City:
- i. Proposal bonds are required for Proposals over \$25,000.00 in the amount of 5% of the total Proposal amount.
  - ii. A payment bond in the amount of 100% of the total contract amount insuring the full and prompt payment of all persons performing labor and/or furnishing materials in connection with this Project;
  - iii. A performance bond in the amount of 100% of the total contract amount insuring full, faithful, and prompt performance of the responsibilities contained in this contract within the time parameters provided herein; and
  - iv. A maintenance bond insuring full and prompt maintenance, repair and/or replacement of the goods to be provided by Proposer for a period of two years from date of acceptance by the City.

## Appendix B – Form CIQ

### **INFORMATION REGARDING VENDOR CONFLICT OF INTEREST QUESTIONNAIRE**

**WHO:** The following persons must file a Conflict of Interest Questionnaire with the City if the person has an employment or business relationship with an officer of the City that results in taxable income exceeding \$2,500 during the preceding twelve – month period, or an officer or a member of the officer’s family has accepted gifts with an aggregate value of more than \$250 during the previous twelve – month period and the person engages

in any of the following actions:

1. contracts or seeks to contract for the sale or purchase of property, goods or services with the City, including any of the following:
  - a. written and implied contracts, utility purchases, purchase orders, credit card purchases and any purchase of goods and services by the City;
  - b. contracts for the purchase or sale of real property, personal property including an auction of property;
  - c. tax abatement and economic development agreements;
2. submits a Proposal to sell goods or services, or responds to a request for proposal for services;
3. enters into negotiations with the City for a contract; or
4. applies for a tax abatement and/or economic development incentive that will result in a contract with the City

#### **THE FOLLOWING ARE CONSIDERED OFFICERS OF THE CITY:**

1. Mayor and City Council Members;
2. City Manager;
3. Board and Commission members and appointed members by the Mayor and City Council;
4. Directors of 4A and 4B development corporations;
5. The executive directors or managers of 4A and 4B development corporations; and
6. Directors of the City of Galveston who have authority to sign contracts on behalf of the City.

**EXCLUSIONS:** A questionnaire statement need not be filed if the money paid to a local government official was a political contribution, a gift to a member of the officer’s family from a family member; a contract or purchase of less than \$2,500 or a transaction at a price and subject to terms available to the public; a payment for food, lodging, transportation or entertainment; or a transaction subject to rate or fee regulation by a governmental entity or agency.

**WHAT:** A person or business that contracts with the City or who seeks to contract with the City must file a “Conflict of Interest Questionnaire” (FORM CIQ) which is available online at [www.ethics.state.tx.us](http://www.ethics.state.tx.us) and a copy of which is attached to this guideline. The form contains mandatory disclosures regarding “employment or business relationships” with a municipal officer. Officials may be asked to clarify or interpret various portions of the questionnaire.

**WHEN:** The person or business must file:

1. the questionnaire – no later than seven days after the date the person or business begins contract discussions or negotiations with the municipality, or submits an application, responds to a request for proposals or Proposals, correspondence, or other writing related to a potential contract or agreement with the City; and
2. an updated questionnaire – within seven days after the date of an event that would make a filed questionnaire incomplete or inaccurate.

It does not matter if the submittal of a Proposal or proposal results in a contract. The statute requires a vendor to file a FORM CIQ at the time a proposal is submitted or negotiations commence.

**WHERE:** The vendor or potential vendor must mail or deliver a completed questionnaire to the Finance Department. ***The Finance Department is required by law to post the statements on the City’s website.***

**ENFORCEMENT:** Failure to file a questionnaire is a Class C misdemeanor punishable by a fine not to exceed \$500. It is an exception to prosecution that the person files a FORM CIQ not later than seven business days after the person received notice of a violation.

**NOTE:** The City does not have a duty to ensure that a person files a Conflict of Interest Questionnaire.

**CONFLICT OF INTEREST QUESTIONNAIRE****For vendor or other person doing business with local governmental entity****FORM CIQ**

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

**OFFICE  
USE  
ONLY**Date  
Received

1. **Name of person who has a business relationship with local governmental entity.**

*N/A*

2. ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7<sup>th</sup> business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3. **Name of local government officer with whom filer has employment or business relationship.**

\_\_\_\_\_  
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

- A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?  
☐ Yes ☐ No
- B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?  
☐ Yes ☐ No
- C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?  
☐ Yes ☐ No
- D. Describe each employment or business relationship with the local government officer named in this section.

4.

*Rick Fernandez*  
\_\_\_\_\_  
Signature of person doing business with the governmental entity\_\_\_\_\_  
Date

Adopted 06-29-2007

**THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF  
THE BID PACKAGE AS MENTIONED IN SECTION 6B OF THE PROPOSAL.**

## Appendix C - House Bill 89 Verification

I, Natalie Fernandez (Person name), the undersigned representative of (Company or Business Name) Fernandez Investment Group Inc dba Cop Stop (hereinafter referred to as Company) being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270::

- Does not boycott Israel currently; and
- Will not boycott Israel during the term of the contract the above-named Company, business or individual with the City of Galveston, Texas.

Pursuant to Section 2270.001, Texas Government Code:

- "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
- "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

10/10/17  
DATE

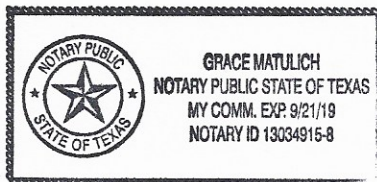
Natalie Fernandez  
SIGNATURE OF COMPANY REPRESENTATIVE

STATE OF Texas §  
COUNTY OF Brazoria §

On this day, BEFORE ME, the undersigned, personally appeared Natalie Fernandez the Representative of Company, and personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual executed the instrument for purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 10<sup>th</sup> day of October, 2017.

[SEAL]



Grace Matulich  
NOTARY PUBLIC in and for the  
State of TEXAS

THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF THE BID PACKAGE AS MENTIONED IN SECTION 6B OF THE PROPOSAL.

## Appendix D – Property Tax Statement

**FAILURE TO COMPLETE THIS ATTACHMENT SHALL RESULT IN THE PURCHASING SUPERVISOR  
DEEMING YOUR BID OR PROPOSAL  
“NON-RESPONSIVE.”**

The City of Galveston, Texas has adopted the following policy:

The City of Galveston will not do business with any person or business that owes delinquent property taxes to the City.

Please indicate whether you or your company, owe delinquent property taxes to the City whether an assumed name, partnership, corporation, or any other legal form.

\_\_\_\_\_ I do not owe the City property taxes that are delinquent.

\_\_\_\_\_ I owe City property taxes that are delinquent on property located at

---

Proposer's Printed or Typed Name

---

Proposer's Signature

*Rick Fernandez*

Date

**THIS DOCUMENT MUST BE COMPLETED, SIGNED, AND SUBMITTED AS IT IS A  
PART OF THE BID PACKAGE AS MENTIONED IN SECTION 6B OF THE PROPOSAL.**

## Appendix E – Nepotism Statement

**FAILURE TO COMPLETE THIS ATTACHMENT SHALL RESULT IN THE PURCHASING SUPERVISOR  
DEEMING YOUR BID OR PROPOSAL  
“NON-RESPONSIVE.”**

The Bidder or Proposer or any officer, if the Bidder or Proposer is other than an individual, shall state whether Bidder or Proposer has a relationship, either by blood or marriage, with any official or employee of the City of Galveston by completing the following:

If the Proposer or Bidder is an individual:

\_\_\_\_\_ I am not related by blood or marriage to any official or employee of the  
City of Galveston

\_\_\_\_\_ I am related by blood or marriage to the following official(s) or employee(s)  
of the City of Galveston

Name and title of City Official

Or employee: \_\_\_\_\_

Relationship: \_\_\_\_\_

If the Bidder or Proposer is **NOT** an individual:

\_\_\_\_\_ The officers of the company submitting this bid or proposal are not related by  
blood or marriage to any official or employee of the City of Galveston.

\_\_\_\_\_ The officers of the company submitting this Proposal are related by blood or marriage to the  
following official(s) or employee(s) of the City of Galveston.

Name and title of officer: \_\_\_\_\_

Employee and title of City Official or Employee: \_\_\_\_\_

Relationship: \_\_\_\_\_

**THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED AS IT IS A PART OF  
THE BID PACKAGE AS MENTIONED IN SECTION 6B OF THE PROPOSAL.**

## Appendix F – Non-Collusion Statement

THE UNDERSIGNED AFFIRM THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS CONTRACT, THAT THIS COMPANY, FIRM, PARTNERSHIP OR INDIVIDUAL HAS NOT PREPARED THIS PROPOSAL IN COLLUSION WITH ANY OTHER PROPOSER, AND THAT THE CONTENTS OF THIS PROPOSAL AS TO PRICES, TERMS OR CONDITIONS OF SAID PROPOSAL HAVE NOT BEEN COMMUNICATED BY THE UNDERSIGNED NOR BY ANY EMPLOYEE OR AGENT TO ANY OTHER PERSON ENGAGED IN THIS TYPE OF BUSINESS PRIOR TO THE OFFICIAL OPENING OF THIS PROPOSAL.

VENDOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

---

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

PROPOSER (SIGNATURE) Rick Fernandez

PROPOSER (PRINTED NAME) \_\_\_\_\_

POSITION WITH COMPANY \_\_\_\_\_

SIGNATURE OF COMPANY OFFICIAL  
AUTHORIZING THIS PROPOSAL

Rick Fernandez

COMPANY OFFICIAL  
(PRINTED NAME) \_\_\_\_\_

OFFICIAL POSITION \_\_\_\_\_

**THIS DOCUMENT MUST BE COMPLETED, SIGNED, AND SUBMITTED AS IT IS A PART OF THE BID PACKAGE AS MENTIONED IN SECTION 6B OF THE PROPOSAL.**

## Appendix G – Document 00435

THE CITY OF GALVESTON, TEXAS

***DOCUMENT 00435, REQUIRED BY ALL PROPOSERS WHO WILL RECEIVE FEDERAL FUNDS IN PAYMENT OF PROCUREMENT.***

### **PROPOSER'S CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION (49 CFR PART 29)**

The undersigned certifies, by submission of this proposal or acceptance of this contract, that neither Contractor nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. Proposer agrees that by submitting this proposal that Proposer will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the Proposer or any lower tier participant is unable to certify to this statement, that participant shall attach an explanation to this document.

Certification-the above information is true and complete to the best of my knowledge and belief.

---

(Printed or typed Name of Signatory)

*Rick Fernandez*

---

(Signature)

---

(Date)

**NOTE:** The penalty for making false statements in offers is prescribed in **18 U.S.C. 1001**

**END OF DOCUMENT 00435-FAA**

**THIS DOCUMENT MUST BE COMPLETED, SIGNED, AND SUBMITTED AS IT IS A PART OF THE BID PACKAGE AS MENTIONED IN SECTION 6B OF THE PROPOSAL.**

## Appendix H – No Intent to Submit Form

**If your firm has chosen not to submit a Proposal for this procurement, please complete this form and submit to:**

City of Galveston  
Purchasing Division  
PO Box 779  
Galveston, Texas 77553

City of Galveston  
Purchasing Division  
823 Rosenberg St. Room 306  
Galveston, Texas 77550

**Please check all items that apply:**

- |   |   |
|---|---|
| <input type="checkbox"/> Do not sell the item(s) required                               | <input type="checkbox"/> Cannot provide Insurance required              |
| <input type="checkbox"/> Cannot be competitive  | <input type="checkbox"/> Cannot provide Bonding required                |
| <input type="checkbox"/> Cannot meet specifications highlighted in the attached request | <input type="checkbox"/> Cannot comply with Indemnification requirement |
| <input type="checkbox"/> Job too large  | <input type="checkbox"/> Job too small                                  |
| <input type="checkbox"/> Do not wish to do business with the City of Galveston          | <input type="checkbox"/> Other: _____                                   |
| <input type="checkbox"/> Cannot submit electronically                                   |   |

COMPANY NAME (Please print): \_\_\_\_\_

Authorized Officer Name (Please print): \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_

**You may also email this form to: [purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov).**

## Appendix I – ACH Form



The City of Galveston would like to thank you for the services you and your company have provided for us in the past, present, and in the future. For those services provided you have more than likely received payments via a paper check in the mail. As we all know, that process is slow, inefficient, and costly for us and for you as the recipient.

Mail can be delayed, lost, or even stolen causing payments to be late and we may then face penalties and late fees. The City of Galveston would like to streamline our payment process with electronic payments. These payments will be transferred electronically from our financial institute to your financial institute. The process will get your payments to you in a quicker, more reliable, and more efficient manner.

If you would like to sign up to start receiving all of your payments via ACH / Wire Transfers, please fill out the authorization forms and return to the City of Galveston Finance Department.

Please email to:

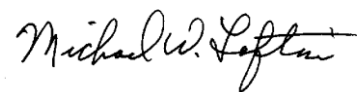
[accountspayable@galvestontx.gov](mailto:accountspayable@galvestontx.gov)

Or mail to:

City of Galveston  
Finance Department  
P.O. Box 779  
Galveston, TX 77553

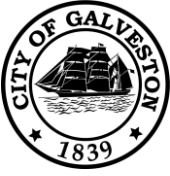
If you have any questions or concerns, please do not hesitate to call Accounts Payable at 409.797.3569. Please put the Purchase Order Number on your invoices to ensure prompt payment. Again, we appreciate you and the services your business provide for the City of Galveston.

Sincerely,



Michael W. Loftin  
Assistant City Manager – Finance

## Appendix I – ACH Form continued



### City of Galveston

#### ACH Payment Agreement Form

##### Authorization Agreement

I hereby authorize City of Galveston to initiate ACH deposits to my account at the financial institution named below.

Further, I agree not to hold City of Galveston responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account. This agreement will remain in effect until City of Galveston receives a written notice of cancellation from me or my financial institution, or until I submit a new ACH Payment form to the City of Galveston Finance Department. You may keep this form to submit with your first invoice.

##### Account Information

Name of Financial Institution: \_\_\_\_\_

Financial Institute Address: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

SWIFT Code: (if applicable) \_\_\_\_\_

##### Signature

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**THIS FORM IS OPTIONAL; IT CAN BE RETURNED WITH INVOICE IF AWARDED THE CONTRACT.**

## Appendix J – Scope of Services

### 1. Project Title: RFP 17-29 Armored Vehicle Service.

### 2. Scope of Services Contact

Questions about the technical nature of the Scope of Services will be directed to the **Purchasing Division**, Phone. 409.797.3579, e-mail: [purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov).

### 3. Special Conditions

**No bonding is required for this solicitation.**

### 4. Proposal Evaluation Factors

Emphasis	Factor
40%	Cost of goods
15%	Reputation of offeror and references
30%	Quality of products offered
20%	Delivery and demonstrated capability to meet deadlines for delivery
15%	Past performance with similar size entity and/or requirements
10%	Proximity of the offeror to the City

### 5. Brand Manufacture Reference

The City has determined that any manufacturer's brand defined in the Scope of Services meets the City's product and support need. The manufacturer's reference is not intended to be restrictive, and is only descriptive of the type and quality the City desires to purchase. Quotes for similar manufactured products of like quality will be considered if the Proposal is fully noted with the manufacturer's brand name and model. The City reserves the right to determine products and support of equal value, and whether other brands or models meet the City's product and support needs.

### 6. Key Events Schedule

Proposal Release Date	September 20, 2017
Pre-Proposal Conference	October 4, 2017 @ 10:00 a.m. CST
Deadline for Submittal of Written Questions	October 9, 2017 @ 2:00 p.m. CST
Sealed Proposals Due to and Opened by City	October 18, 2017 @ 2:00 p.m. CST
Anticipated Committee Evaluation Review Date	October 26, 2017
Anticipated Award Date	November 2017

## **7. Scope of Services - Police Department Uniforms and Duty Gear**

### **SECTION I – GENERAL SPECIFICATIONS**

#### **INTENTION OF SPECIFICATIONS**

The City of Galveston is accepting proposals from vendors for the purchase of uniforms for the Police Department in full accordance with the specifications, terms and conditions contained in this proposal. This proposal consists of various uniform clothing type items.

The Police Department currently employs 160 employees, who are supplied uniforms.

NO PERSON has the authority to verbally alter these specifications. Any changes to specifications will be issued as an addendum and posted to the City of Galveston website.

#### **CONTRACT TERM**

Contract term shall be one (1) year upon execution of the contract by the City of Galveston. Upon completion of the term of the original contract, and upon the mutual agreement of both parties, the original contract may be renewed for four (4) additional one (1) year periods.

#### **REQUIREMENTS**

Contractor shall maintain a staffed office for the processing of specific job related information during normal working hours, 8:00 A.M. to 5:00 P.M., and five (5) days a week. An answering service shall be provided by the Contractor to answer all calls placed after normal working hours seven (7) days per week.

Offeror shall include the following information to describe the experience and capability of the company:

Number of years in operation, description of operations and size of firm.

Kind of company, i.e., corporation, partnership or sole proprietor. If corporation, please list names and addresses of the three (3) top corporate officers. If partnership, list names of partners.

**References from at least three (3) businesses with whom your company has completed similar type work within the last year, do not include the City of Galveston as a reference.**

All materials shall be provided at the Contractor's expense, unless otherwise stated within specifications.

All invoices shall include an authorized purchase order number. No invoice will be paid without an authorized purchase order number.

City may, at any time, request a meeting to discuss performance, service, etc.

Contractor shall not subcontract any tasks associated with this contract without prior written consent of the City.

**The offeror shall have a typical retail “store front” open to the general public within a 45 mile radius of 601 54<sup>th</sup> Street, Galveston, TX 77551.**

**The offeror shall make available a delivery option of completed orders. Delivery shall be at City of Galveston Police Department 601 54<sup>th</sup> Street, Galveston, TX 77551, during regular business hours 8:00 AM to 4:00 PM Monday – Friday, excluding city holidays. There shall be no extra charge for the delivery option. NO EXCEPTIONS.**

Offeror shall describe online ordering capabilities.

### **USAGE REPORTS**

Awarded vendor may be requested to provide a complete and accurate usage history report for all products/services furnished hereunder. At a minimum, report will include the following:

Purchase Order Number

Invoice Number

Clothing style number/order number, description, size

Purchase price

User name

This report should also include any information on substitute/replacement items and shall be noted as such.

### **INTERLOCAL PARTICIPATION**

The City may, from time to time, enter into Inter-local Cooperative Purchasing Agreements with other governmental entities (hereafter collectively referred to as "Entity" or "Entities") to enhance the City's purchasing power. At the City's sole discretion and option, City may inform other Entities that they may acquire items listed in this proposal. Such acquisition(s) shall be at the prices stated herein, and shall be subject to offeror's acceptance.

In no event shall City be considered a dealer, re-marketer, agent or other representative of Vendor or Entity. Further, City shall not be considered and is not an agent; partner or representative of the Entity making purchases hereunder, and shall not be obligated or liable for any such order.

Entity purchase orders shall be submitted to Vendor by the Entity.

Vendor authorizes City's use of Vendor's name, trademarks and Vendor provided materials in City's presentations and promotions regarding the availability of use of this contract. The City makes no representation or guarantee as to any minimum amount being purchased by City or Entities, or whether Entity will purchase utilizing City's contract.

City will not be liable or responsible for any obligations, including but not limited to payment, and for any item ordered by an entity other than city.

### **EVALUATION CRITERIA**

The City shall consider the following factors for evaluation, not necessarily in this order:

Cost of goods – 40%

Reputation of offeror and references – 15%

Quality of the products offered – 30%

Delivery and demonstrated capability to meet deadlines for deliveries – 20%

Past performance with a similar size entity and/or similar requirements – 15%

Proximity of the offeror to the City as it relates to the ability to perform the contract requirements – 10%

## **PROPOSAL ACCEPTANCE**

The City of Galveston reserves the right to accept or reject any and all proposals, to accept any proposal deemed advantageous and to waive irregularity in the proposals. By proposing, the offeror acknowledges and will adhere to all proposal specifications as stated within this proposal packet.

## **ASSIGNMENT**

The successful Contractor may not assign, sell or otherwise transfer this contract without prior written consent of the City of Galveston.

## **NEW MERCHANDISE**

All garments furnished as a result of this proposal must be new. The City will neither purchase nor accepts proposals or shipments of goods classified as seconds, irregulars or any other designation other than new. Only first quality garments will be considered for award.

## **STOCK SIZES AND GARMENTS**

It is the intention of the City to contract for the purchase of a manufacturer's stock garments provided in standard sizes. The definition of a stock size for this contract will be those sizes that are cataloged and priced by the manufacturer as readily available with delivery from stock. The City will agree to pay a normal industry standard additional charge for oversize garments. Generally, oversize garments would be considered as men's shirts 18-1/2 and above and men's trousers 44 and above.

## **ADDITIONAL ITEMS/UPGRADES**

The City may require additional items of similar nature not specifically listed in the contract or wish to purchase an item upgraded from that proposed by the contractor. In such event, the contractor shall provide the City with a price for the new or upgraded item based upon a procedure or formula, which is the same or very similar to that used in establishing the prices as contained in the contractor's proposal. If the price offered is not acceptable to the City, and the matter cannot be resolved to the satisfaction of the City, the City reserves the right to procure the new or upgraded items from other vendors or to cancel the contract upon giving thirty (15) days written notice to the contractor.

## **GUARANTEE OF CONTINUITY AND AVAILABILITY OF GARMENTS**

Unless a given fabric is discontinued by the mill, all garments are specified by the contractor in his proposal shall be available to the City during the life of the contract. All production including fabric, color shade, trimmings and construction shall equal or exceed the standards set forth in these specifications and must match the style, color and quality of the initial order as accepted by the specifications and will not be changed without prior approval of the City.

## **COLOR**

City of Galveston Police Department uniform is navy. Fabric color of shirts must match trousers and vice versa.

## **ORDERING**

During the contract term, orders will be placed on an as needed, as required basis. Contractor agrees to fill any quantity ordered by the City, with no minimum order requirements. Please note that it is the intent of the City to consolidate needs into a single order whenever possible/feasible for the Police Department.

## **DELIVERY**

The City of Galveston Police Department requires all stock uniform orders to be delivered no later than 14 calendar days after receipt of purchase order. Failure to meet this delivery schedule may result in termination of the contract (exceptions may be made as referenced in section 15.0 above for items considered non-stock on the basis of sizing, as communicated by awarded vendor with anticipated delivery time to PD Quartermaster at time of order).

## **NAME BRANDS**

Specifications reference name brands and model numbers. It is not the intent of the City of Galveston to restrict proposing in such cases, but to establish a desired quality level of merchandise or to meet a pre-established standard due to like existing items. Offerors may offer items of equal construction and performance, with the burden of proof of such equivalence resting with offerors. The City of Galveston shall act as sole judge in determining equality and acceptability of products offered.

Offerors desiring to propose a substitute item should make a request no later than one week prior to proposal opening for a product equivalence. Requests should be submitted in writing to Purchasing, at [purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov).

## **APPROVED EQUALS**

Specifications regarding the materials and construction of the uniform articles described herein have been written in the best interests of the City of Galveston Police Department. This is to ensure that both quality and workmanship in all uniforms supplied by offerors will be consistent. However, an offeror may offer another uniform article for consideration as "equal" only if, prior to the proposal opening, approval of said alternate is approved by the City of Galveston. **Requests for approved equals should be made in writing to the Purchasing Division at [purchasing@galvestontx.gov](mailto:purchasing@galvestontx.gov), by October 4, 2017 at 2:00 pm.** Offerors requesting to submit a pre-approved equal item may be required to provide the following, to include but not be limited to, performance specifications of garment, samples of garment, etc. If an offeror fails to name a substitute, he will be required to furnish the proposal items as identified in specifications and/or proposal sheet.

## **SUBSTITUTION OF MATERIAL**

**The City of Galveston will permit substitution of fabric in the event of a mill strike, disaster, and act of God or other circumstance that causes disablement of the mill.** In this event, prior written authority will be obtained from the City of Galveston, it being agreed that the City shall be the sole judge of the proposed substitution being comparable.

## **REJECTIONS**

Any article that fails to meet specifications as material, workmanship or proper fit is subject to rejection and can be cause for termination of contract. Special attention will be paid to uniform garments in regard to neatness and straightness of seams and stitching. Any garment that contains broken, crooked, or loose stitching will not be acceptable. Any item that fails to meet specifications will be returned to the supplier at their expense.

## **MEASUREMENTS AND FIT**

An authorized official representative of the company shall visit the location where uniforms shall be required, to gain a precise uniform measurement of each individual employee. The City and the successful offeror, for the accomplishment of this task, shall prearrange a set time frame for measurements. When garments are ordered for specific persons named in the order, the supplier

shall be responsible to ensure that rack size garments provided are appropriately sized to correctly fit the individual, but shall not be considered as made to measure or custom tailored. Made to measure or custom tailoring required will be specified at time of order and offerors must state any extra charges for this service at time of proposal.

Newly hired employees shall be fitted for uniforms on an as needed basis. Delivery of uniforms for newly hired employees shall be made within a fourteen (14) day period. In the event uniforms are not delivered within the time stated, the City reserves the right to cancel the order and purchase uniforms from another source.

Contractor shall attach all Department patches on the uniform shirts. **The City of Galveston Police Department emblem shall be sewn on both shoulders. A Badge Reinforcement should be sewn onto the left chest of every shirt. All emblems, embellishments, and alterations are sewn using thread to match garment. The pants should also be hemmed at no additional cost to the City.**

Both male and female employees shall be measured and fitted as required. All clothing shall be guaranteed to properly fit. The successful offeror on all garments shall assume the following:

Full responsibility for material, workmanship and uniformity of the product as well as the correct fitting of each garment; and in the event of error, the vendor shall immediately replace any or all garments at no cost to the City of Galveston.

Full responsibility for:

Measurement, sizing and properly fitting uniforms to personnel.

Uniformity of color.

Quality of materials.

Tailoring, alterations and other specifications herein at no additional cost

Proper attachment of all patches and insignia provide by the Police Department.

Each employee's garments shall be packaged in a "set" which shall consist of: one shirt (long or short sleeve) and one pair of pants. Packaging shall include the employee's name.

Proposal prices shall be per unit with an extended total. Should a conflict arise between the unit price and the total, the unit price will govern.

All mathematical calculations will be verified. If discrepancies are found the City's calculation shall be considered accurate.

There are two (2) sections in this proposal, male and female uniforms. If only proposing one section you must propose everything in that section to be considered for the award. For a single vendor to receive the award they must propose everything.

### **ESTIMATED PURCHASES**

Quantities indicated are estimated. No warranty is given or implied as to the actual items and/or dollar amount that will be purchased during the term of any resulting contract.

## SECTION II – TECHNICAL SPECIFICATIONS

### **Flying Cross Men's Short Sleeve Shirt**

**Style:** It is the intent of this department to procure the provision of Flying Cross tailored shirt, or a shirt of equal quality and workmanship (please note requirements stated herein for vendor request for approved-equal determination of substituted products).

Shirts will be cut on a formfitting line, and the shape of the pockets and general style will conform to that of the specified brand-name standard garment.

Shirts to have permanent, sewn-in military stitches.

**Tailoring:** It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance.

All sewing shall be with Dacron core thread to match shirt fabric.

The collar is to be single stitched 1/4" from edge. The pockets and flaps shall be single stitched on the edge.

**Fabric:** Fabric to be 100% texturized polyester, 5.0–5.5 oz/square yard tropical weave with mechanical stretch. To insure permanent moisture control and superior breathability, fabric must be treated at fiber level with Nano moisture wicking technology. Fabric is soil resistance, easy care and wrinkle resistance, with excellent color matching and color retention.

**Creasing:** Pockets and pocket flaps to be die creased to give uniform shape and size.

**Collar:** Convertible collar shall be one piece and to measure 3 1/4" long at points and 1 5/8" wide at back.

The collar is to be constructed of two plies of basic material and one ply of D331 top fuse lining. Collar stays shall be of good quality Stalar vinyl, 2 3/4" in length and 3/8" wide and be attached to the bottom collar. There shall be one horizontal buttonhole.

The collar and inner yoke to be lined with matching 65% Dacron Polyester/35% Cotton, 4.2 ounce per square yard, 106 x 58. The collar lining shall be banana shaped.

**Sleeves:** To be straight and whole with 1" hem. These shall be graded in length so as to finish from the shoulder seam as follows:

Size	Finished Length
14 & 14 ½	9 ½"
15, 15 ½, & 16	10"
16 ½ & above	10 – 12"

The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

**Front:** The front shall have a facing 3" in width extending from neckline to the bottom of shirt provided by a turn under of material. The left front shall also have a lined box pleat 1-1/2" wide finished, running full

length of the shirt and shall be topstitched 1/4" from both edges.  
The center front shall contain six vertical buttonholes placed 3/4" from edge. First at neck, second 2-1/2" down, balance 3-1/2" apart.

**Back:** There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

**Pockets:** To have two breast pockets with mitered corners to finish 5-5/8" wide and 6" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 1-1/4" box stitching top and bottom to prevent spreading.

**Flaps:** To have two scalloped flaps to finish 5-3/4" in length, 2-3/4" in width at center, and 2-1/2" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

**Flap Closure:** The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

**Badge Tab:** To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

**Shoulder Straps:** The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

**Permanent Creases:** Shirt to have permanent military creases. Creases to be stitched in shirt only, not thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

**Interlining:** Flaps to be EZ crease. Top center to be lined with QST interlining.

**Labels:** label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in bottom hem.

**Button:** All buttons shall be made from high impact melamine and must match fabric.

**Pressing and Packing:** Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts shall be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulk packed.

**Code of Conduct:** All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

## Finished Dimensions

<b>Size:</b>	<b><u>14</u></b>	<b><u>14.5</u></b>	<b><u>15</u></b>	<b><u>15.5</u></b>	<b><u>16</u></b>	<b><u>16.5</u></b>	<b><u>17</u></b>	<b><u>17.5</u></b>	<b><u>18</u></b>	<b><u>18.5</u></b>
Chest:	39	41	43	45	47	49	51	53	55	57
Waist:	35	37	39	41	43	45	47	50	53	55
Bk Length:	32-1/8	32-1/4	32-3/8	32-5/8	32-3/4	33	33-1/2	34-1/2	34-5/8	35-1/2

**Note:** Navy shirt to be made to accommodate removable metal buttons throughout.

### **Flying Cross Men's Long Sleeve Shirt**

Style: It is the intention of the Galveston Police Department to secure a tailored shirt equal in quality of workmanship and style to the Flying Cross brand or approved equal only.

Shirts will be cut on a formfitting line and the shape of the pockets and general style will conform to this sample.

Shirts to have permanent, sewn-in military stitches.

Tailoring: It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance.

All sewing shall be with Dacron core thread to match shirt fabric.

The collar and cuffs are to be single stitched  $\frac{1}{4}$ " from edge. The pockets and flaps shall be single stitched on the edge.

Fabric: Fabric to be 100% texturized polyester, 5.0-5.5 oz/square yard tropical weave with mechanical stretch. To insure permanent moisture control and superior breathability, fabric must be treated at fiber level with Nano moisture wicking technology. Fabric is soil resistant, easy care and wrinkle resistant with excellent color matching and color retention.

Creasing: Pockets and pocket flaps to be die creased to give uniform shape and size.

Collar: The shape and style of both leaf and stand shall conform to the TT89 collar. The points, medium spread are to be approximately 3" in length. The back of the stand is to measure 1-1/2".

The leaf shall be made of three pieces, two pieces of self cloth and one whole lining, which is to be fused to the top collar.

Collar stays shall be of good quality Stalar vinyl, 1-1/2" in length and 3/8" wide and be attached to the bottom collar. The stand shall fasten with one button. There shall be one horizontal button hole.

Innerstand and inner yoke to be made of matching 65% Dacron Polyester/35% Cotton, 4.2 oz/square yard, 106 X 58.

Sleeves: To be straight and whole. The cuffs are to be 27/8" in width and to fasten with two buttons. There is to be a single stitch 7/16" from top of cuff.

The sleeve opening shall measure 47/8" from top of cuff. The top facing for this opening is to be 11/4" wide and the bottom facing to finish about 2" wide. Button is to be placed on sleeve opening with corresponding buttonhole.

The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

Front: The front shall have a center facing 1-1/2" wide extending from the collar stand to bottom of shirt and be made of the same material as shirt fabric with two rows of stitching 7/8" apart.

The center front shall contain six (6) vertical buttonholes placed 3/4" from edge and 3-1/2" apart.

The button stand, 7/8" wide, shall be self-lined and placed on right side extending from collar stand to

bottom of shirt. Buttons shall be securely attached to the button stand and shall correspond to the buttonholes on the center facing.

Back: There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

Pockets: To have two breast pockets with mitered corners to finish 5-5/8" wide and 6" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 11/4" box stitching top and bottom to prevent spreading.

Flaps: To have two scalloped flaps to finish 5-3/4" in length, 2-3/4" in width at center, and 2-1/2" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

Flap Closure: The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

Badge Tab: To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

Shoulder Straps: The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

Permanent Creases: Shirt to have permanent military creases. Creases to be stitched in shirt only, not thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

Interlining: Flaps to be EZ crease. Top center to be lined with QST interlining. Bands and cuffs to be 37 Durapress.

Labels: TexTrop woven label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in bottom hem.

Button: All buttons shall be made from high impact melamine and must match fabric.

Pressing and Packing: Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts shall be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulkpacked.

Code of Conduct: All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

## Finished Dimensions

<u>Size:</u>	<u>14</u>	<u>14.5</u>	<u>15</u>	<u>15.5</u>	<u>16</u>	<u>16.5</u>	<u>17</u>	<u>17.5</u>	<u>18</u>	<u>18.5</u>
Chest:	39	41	43	45	47	49	51	53	55	57
Waist:	35	37	39	41	43	45	47	50	53	55
Bk Length:	32-1/8	32-1/4	32-3/8	32-5/8	32-3/4	33	33-1/2	34-1/2	34-5/8	35-1/2

**Note:** Navy shirt to be made to accommodate removable metal buttons on shoulder straps, pocket flaps and cuffs.

### **Flying Cross Men's Long Sleeve Shirt Marine Blue**

Style: It is the intention of the Galveston Police Department to secure a tailored shirt equal in quality of workmanship and style to the Flying Cross brand or approved equal only.

Shirts will be cut on a formfitting line and the shape of the pockets and general style will conform to this sample.

Shirts to have permanent, sewn-in military stitches.

Tailoring: It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance.

All sewing shall be with Dacron core thread to match shirt fabric.

The collar and cuffs are to be single stitched ¼" from edge. The pockets and flaps shall be single stitched on the edge.

Fabric: 65 % Dacron Polyester/ 35% Combed Cotton

Creasing: Pockets and pocket flaps to be die creased to give uniform shape and size.

Collar: The shape and style of both leaf and stand shall conform to the TT89 collar. The points, medium spread are to be approximately 3" in length. The back of the stand is to measure 1-1/2".

The leaf shall be made of three pieces, two pieces of self cloth and one whole lining, which is to be fused to the top collar.

Collar stays shall be of good quality Stalar vinyl, 1-1/2" in length and 3/8" wide and be attached to the bottom collar. The stand shall fasten with one button. There shall be one horizontal button hole.

Innerstand and inner yoke to be made of matching 65% Dacron Polyester/35% Cotton, 4.2 oz/square yard, 106 X 58.

Sleeves: To be straight and whole. The cuffs are to be 27/8" in width and to fasten with two buttons. There is to be a single stitch 7/16" from top of cuff.

The sleeve opening shall measure 47/8" from top of cuff. The top facing for this opening is to be 11/4" wide and the bottom facing to finish about 2" wide. Button is to be placed on sleeve opening with corresponding buttonhole.

The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so

as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

Front: The front shall have a center facing 1-1/2" wide extending from the collar stand to bottom of shirt and be made of the same material as shirt fabric with two rows of stitching 7/8" apart. The center front shall contain six (6) vertical buttonholes placed 3/4" from edge and 3-1/2" apart. The button stand, 7/8" wide, shall be self-lined and placed on right side extending from collar stand to bottom of shirt. Buttons shall be securely attached to the button stand and shall correspond to the buttonholes on the center facing.

Back: There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

Pockets: To have two breast pockets with mitered corners to finish 5-5/8" wide and 6" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 11/4" box stitching top and bottom to prevent spreading.

Flaps: To have two scalloped flaps to finish 5-3/4" in length, 2-3/4" in width at center, and 2-1/2" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

Flap Closure: The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

Badge Tab: To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

Shoulder Straps: The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

Permanent Creases: Shirt to have permanent military creases. Creases to be stitched in shirt only, not thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

Interlining: Flaps to be EZ crease. Top center to be lined with QST interlining. Bands and cuffs to be 37 Durapress.

Labels: woven label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in bottom hem.

Button: All buttons shall be made from high impact melamine and must match fabric.

Pressing and Packing: Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts shall be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulkpacked.

Code of Conduct: All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

## Finished Dimensions

<b>Size:</b>	<b><u>14</u></b>	<b><u>14.5</u></b>	<b><u>15</u></b>	<b><u>15.5</u></b>	<b><u>16</u></b>	<b><u>16.5</u></b>	<b><u>17</u></b>	<b><u>17.5</u></b>	<b><u>18</u></b>	<b><u>18.5</u></b>
Chest:	39	41	43	45	47	49	51	53	55	57
Waist:	35	37	39	41	43	45	47	50	53	55
Bk Length:	32-1/8	32-1/4	32-3/8	32-5/8	32-3/4	33	33-1/2	34-1/2	34-5/8	35-1/2

**Note:** Marine Blue shirt to be made to accommodate removable metal buttons on shoulder straps, pocket flaps and cuffs.

## **Flying Cross Men's Uniform Trouser**

**Fabric:** To insure permanent moisture control, superior breathability, soil resistance, easy care, wrinkle resistance, color matching, and color retention, the fabric is to be 11.512 oz. per linear yard, gabardine weave with mechanical stretch, 100% texturized polyester with Moisture Wicking technology. Color: Dark Navy.

**Style:** Shall be made on a uniform pattern, having a plain front with quarter top front pockets, Duty Fit waistband, 7/8" belt loops and two back pockets. Flying Cross brand, or pre-approved equal only.

**Pockets:** The front pocket opening will be a minimum 6½" and be 6" deep from the bottom of the opening. Pockets shall be stitched, turned, and re-stitched. The inside front pocket facing shall be a separate piece of self material finishing no less than 1¼" wide. The back pockets will have a minimum opening of 5½" and be 6" deep. They shall be made with a Reese PW automatic machine and finished on the outside with an exposed top and bottom cord. The left pocket shall have a tab to button. The front pockets shall each have a straight bartack and each back pocket shall be bartacked with a triangular bartack. Pockets on both legs shall be stitched, turned and restricted with zipper opens.

**Pocketing:** All pocketing shall be black 65% Polyester/35% Cotton with a minimum thread count of 70 x 48, weight is 4.3oz/sq. yd.

**Waistband:** The waistband shall be the Duty Fit waistband, which provides an exact fit by stretching to the wearer's exact size. The inside waistband shall be made with charcoal wrapped woven elastine and have two tracks of 1/8" wide silicone for shirt retention. It measures 2½" and is attached with a rocap machine. Woven elastic banrol stiffener measuring 1" shall be sewn into the entire waistband to provide additional support.

The waistband is to be constructed using the closed method and shall measure 2" wide when finished. The waistband closure shall be accomplished with a double crush proof hook and eye, bartacked for stability. The hooks and eyes shall be reinforced with stays made of a nonwoven fabric that are anchored by the topstitching for the fly facing and curtain. This topstitching must be to the top of the waistband. The waistband must have a crack stitch for added strength. No alternative waistband will be acceptable. Inner Fly/Crotch: The right fly and front crotch linings shall be the same fabric and color as the waistband curtain. There shall be a nonwoven interlining sewn to the fly to give additional stability and strength to the fly. The right fly lining shall be sewn to the left fly below the zipper and continue centered on the join seam across the inseam and end 1" onto the backseam. A separate french fly made of the outer fabric shall be sewn to the inside right fly.

There shall be a triple strength crotch reinforcement to prevent seam failure in the crotch and inseam area. The crotch shall be secured with two rows of stitching. One row is to be on the inside of the trouser, then turned and an additional row to be sewn on the outside of trouser.

**Zipper:** The trousers shall be closed with a brass memory lock zipper and have a brass bottom stop at the base of the zipper chain. A straight bartack shall be sewn through from the outside of the garment to

the inside at the bottom of the fly. It shall be sewn through the zipper tape, the right and left fly and the right fly lining. The right and left fly shall be joined by an additional bartack located below the bottom zipper stop on the inside of the trouser.

**Belt Loops:** There should be a minimum of 5 lined belt loops on waist sizes 28, 29, 30, and a minimum of 7 lined loops on all sizes over 30. Each loop is to be ¾" wide of double thickness, with stitching on the face side ¾" from each edge. Except for the back loop which shall be tacked on, all loops shall be sewn into the bottom of the waistband and into the rocap. Belt loops shall accommodate a 1½" belt.

**Creasing:** The front and back crease in the trouser legs must incorporate a permanent modified silicone crease produce by the Creaset™ System.

**Seaming:** The entire trouser is to be seamed with Polyester core or 100% Polyester spun thread. The seat seam shall be stitched with a tandem needle seat seaming machine.

**Labels:** The trouser shall have a sewn-in label giving care instructions and an outside waistband label which shall be marked with lot number, size, fiber content, and cut number. A permanent size label shall be sewn inside on the hip pocket.

**Finishing & Pressing:** All loose threads shall be removed. Trousers must be pressed completely and properly with side seam, inseam, and seat seam pressed open. There must be a Jetclip attached to the top fly of the finished trouser.

**Code of Conduct:** All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

#### **Finished Dimensions:**

Size/Waist	28	29	30	31	32	33	34	35	36	37	38	40	42	44	46	48	50	52
Seat	37.75	38.6	39.5	40.4	41.25	42.13	43	43.9	44.75	45.6	46.5	48.3	50.2	52	53.9	55.8	57.69	59.6
Rise	9.8	10	10.13	10.25	10.4	10.5	10.6	10.75	10.8	11	11.13	11.4	11.6	11.8	12.13	12.4	12.6	12.9
Thigh	24.4	24.8	25.25	25.68	26.13	26.56	27	27.4	27.9	28.3	28.75	29.6	30.5	31.4	32.25	33	33.75	34.5
Knee	18.5	18.75	19	19.25	19.5	19.75	20	20.25	20.5	20.75	21	21.5	22	22.5	23	23.5	24	24.5

#### **Flying Cross Ladies Short Sleeve Shirt**

**Style:** It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the shirt now on display as a sample. Flying Cross brand or preapproved equal only. Shirts will be cut in the Ladies Choice pattern with expanded chest, waist and hip dimensions for a more flattering fit.

**Tailoring:** It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance.

All sewing shall be with Dacron core thread to match shirt fabric. The collar is to be single stitched 1/4" from edge. The pockets and flaps shall be single stitched on the edge.

**Fabric:** Fabric to be 100% texturized polyester, 5.0–5.5 oz. /square yard tropical weave with mechanical stretch. To insure permanent moisture control and superior breathability, fabric must be treated at fiber level with Nano moisture wicking technology. Fabric is soil resistance, easy care and wrinkle resistance, with excellent color matching and color retention.

**Creasing:** Pockets and pocket flaps to be die creased to give uniform shape and size.

**Collar:** Convertible collar shall be one piece and to measure 3-1/8" long at the points and 1-5/8" wide at back. There shall be one horizontal buttonhole.

The collar is to be constructed of two plies of basic material and one ply of D331 top fuse lining. Collar stays shall be of good quality Stalar vinyl, 2-3/4" in length and 3/8" wide and be attached to the bottom collar.

The collar and inner yoke to be lined with matching 65% Dacron Polyester/35% Cotton, 4.2 ounce per square yard, 106 x 58. The collar lining shall be banana shaped.

**Sleeves:** To be straight and whole with 1" hem. The finish shall be 9-1/2" long from shoulder seam.

The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

**Front:** The fronts shall have a center facing 3" in width extending from neckline to bottom of shirt provided by a turn-under of material. The right front shall also have a lined box pleat 1-1/2" wide finished, running full length of the shirt and shall be topstitched 1/4" from both edges. The center front shall contain six vertical buttonholes placed 3/4" from edge, first at neck, second 21/2" down, balance 3-1/2" apart.

**Back:** There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

**Pockets:** To have two breast pockets with mitered corners to finish 5" wide and 5-1/2" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 1-1/4" box stitching top and bottom to prevent spreading.

**Flaps:** To have two scalloped flaps to finish 5-1/4" in length, 2-3/8" in width at center, and 2-1/8" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

**Flap Closure:** The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

**Badge Tab:** To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

**Shoulder Straps:** The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

**Permanent Creases:** Shirt to have permanent military creases. Creases to be stitched in shirt only, not

thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

Interlining: Flaps to be EZ Crease. Top center to be lined with Freudeburg WR3022 and collar to be D331.

Labels: label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in bottom hem.

Button: All buttons shall be made from high impact melamine and must match fabric.

Pressing and Packing: Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts to be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulk packed.

Code of Conduct: All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

#### **Finished Dimensions**

<u>Size:</u>	<u>30</u>	<u>32</u>	<u>34</u>	<u>36</u>	<u>38</u>	<u>40</u>	<u>42</u>	<u>44</u>	<u>46</u>	<u>48</u>
Bust:	38-1/2	39-1/2	41	42-1/2	44	45-1/2	47-1/2	49-1/2	51-1/2	53-1/2
Waist:	35-1/2	36-1/2	38	39-1/2	41	42-1/2	44-1/2	46-1/2	48-1/2	50-1/2
Back:	27-1/2	27-1/2	28-1/2	28-1/2	28-1/2	28-1/2	28-1/2	28-1/2	29	29

Note: Navy shirt to be made to accommodate removable metal buttons throughout.

#### **Flying Cross Ladies Long Sleeve Shirt**

Style: It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the shirt now on display as a sample. Flying Cross brand or pre-approved equal only. Shirts will be cut in the Ladies Choice pattern with expanded chest, waist and hip dimensions for a more flattering fit.

Tailoring: It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance.

All sewing shall be with Dacron core thread to match shirt fabric. The collar and cuffs are to be single stitched 1/4" from edge. The pockets and flaps shall be single stitched on the edge.

Fabric: Fabric to be 100% texturized polyester, 5.0–5.5 oz/square yard tropical weave with mechanical stretch. To insure permanent moisture control and superior breathability, fabric must be treated at fiber level with Nano moisture wicking technology. Fabric is soil resistance, easy care and wrinkle resistance, with excellent color matching and color retention.

Creasing: Pockets and pocket flaps to be die creased to give uniform shape and size.

Collar: The shape and style of both leaf and stand shall conform to the TT89 Collar. The points, medium spread, are to be approximately 3" in length. The back of the stand is to measure 1-1/2".

The leaf shall be made of three pieces; two pieces of self cloth and one whole lining, which is to be fused

to the top collar.

Collar stays shall be of good quality Stalar vinyl, 2-1/2" in length and 3/8" wide and be attached to the bottom collar. The stand shall fasten with one button. There shall be one horizontal button hole.

Innerstand and inner yoke to be made of matching 65% Dacron Polyester/35% Cotton, 4.2 ounce per square yard, 106 x 58.

Sleeves: To be straight and whole. The cuffs are to be 2-5/8" in width and to fasten with a two button adjustable cuff. There is to be a single stitch 7/16" from top of cuff.

The sleeve opening shall measure 3-7/8" from top of cuff. The top facing for this opening is to be 1-1/4" wide and the bottom facing to finish about 2" wide. Button is to be placed on sleeve opening with corresponding buttonhole.

The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

Front: The front shall have a center facing 1-1/2" wide extending from the collar stand to bottom of shirt and be made of the same material as shirt fabric with two rows of stitching 7/8" apart. The center front shall contain six vertical buttonholes placed 3/4" from edge and 3-1/2" apart. The button stand, 7/8" wide, shall be self-lined and placed on left side extending from collar stand to bottom of shirt. Buttons shall be securely attached to the button stand and shall correspond to the buttonholes on the center facing.

Back: There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

Pockets: To have two breast pockets with mitered corners to finish 5" wide and 5-1/2" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 1-1/4" box stitching top and bottom to prevent spreading.

Flaps: To have two scalloped flaps to finish 5-1/4" in length, 2-3/8" in width at center, and 2-1/8" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

Flap Closure: The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

Badge Tab: To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

Shoulder Straps: The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

Permanent Creases: Shirt to have permanent military creases. Creases to be stitched in shirt only, not thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

Interlining: Flaps and bands to be EZ Crease. Top center to be lined with Freudenburg WR3022. Cuffs to be M37 H'Press and collar to be CK331.

Labels: label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in bottom hem.

Button: All buttons shall be made from high impact melamine and must match fabric.

Pressing and Packing: Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts to be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulk packed.

Code of Conduct: All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

**Finished Dimensions**

Size:	30	32	34	36	38	40	42	44	46	48
Bust:	38-1/2	39-1/2	41	42-1/2	44	45-1/2	47-1/2	49-1/2	51-1/2	53-1/2
Waist:	35-1/2	36-1/2	38	39-1/2	41	42-1/2	44-1/2	46-1/2	48-1/2	50-1/2
Back:	27-1/2	27-1/2	28-1/2	28-1/2	28-1/2	28-1/2	28-1/2	28-1/2	29	29
Sleeve Length:	30	30	31	32	32	33	33	33	34	34

**Note:** Navy shirt to be made to accommodate removable metal buttons on shoulder straps, pocket flaps and cuffs.

**Flying Cross Ladies Long Sleeve Shirt Class A Marine Blue**

Style: It is the intention of this department to secure a tailored shirt equal in quality of workmanship and style to the shirt now on display as a sample. Flying Cross brand Model 35W5435 or pre-approved equal only. Shirts will be cut in the Ladies Choice pattern with expanded chest, waist and hip dimensions for a more flattering fit.

Tailoring: It is imperative that this garment be constructed according to the principles set forth in the specifications. All stitches must be of the proper tension and size so as to avoid puckering after the shirt has been laundered and to give best durable press performance.

All sewing shall be with Dacron core thread to match shirt fabric. The collar and cuffs are to be single stitched 1/4" from edge. The pockets and flaps shall be single stitched on the edge.

Fabric: Fabric to be 65% Dacron Polyester/35% Combed Cotton

Creasing: Pockets and pocket flaps to be die creased to give uniform shape and size.

Collar: The shape and style of both leaf and stand shall conform to the TT89 Collar. The points, medium spread, are to be approximately 3" in length. The back of the stand is to measure 1-1/2".

The leaf shall be made of three pieces; two pieces of self cloth and one whole lining, which is to be fused to the top collar.

Collar stays shall be of good quality Stalar vinyl, 2-1/2" in length and 3/8" wide and be attached to the bottom collar. The stand shall fasten with one button. There shall be one horizontal button hole.

Innerstand and inner yoke to be made of matching 65% Dacron Polyester/35% Cotton, 4.2 ounce per square yard, 106 x 58.

Sleeves: To be straight and whole. The cuffs are to be 2-5/8" in width and to fasten with a two button adjustable cuff. There is to be a single stitch 7/16" from top of cuff.

The sleeve opening shall measure 3-7/8" from top of cuff. The top facing for this opening is to be 1-1/4" wide and the bottom facing to finish about 2" wide. Button is to be placed on sleeve opening with corresponding buttonhole.

The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

Front: The front shall have a center facing 1-1/2" wide extending from the collar stand to bottom of shirt and be made of the same material as shirt fabric with two rows of stitching 7/8" apart. The center front shall contain six vertical buttonholes placed 3/4" from edge and 3-1/2" apart.

The button stand, 7/8" wide, shall be self-lined and placed on left side extending from collar stand to bottom of shirt. Buttons shall be securely attached to the button stand and shall correspond to the buttonholes on the center facing.

Back: There is to be yoke composed of an outer piece of the same material as the basic shirt, and an inner piece of poplin.

Pockets: To have two breast pockets with mitred corners to finish 5" wide and 5-1/2" long. The left breast pocket to have a pencil compartment about 1-1/4" wide. Both pockets to have 1-1/4" box stitching top and bottom to prevent spreading.

Flaps: To have two scalloped flaps to finish 5-1/4" in length, 2-3/8" in width at center, and 2-1/8" in width at sides. Flaps to be secured to front of shirt with two rows of stitching approximately 1/4" above top of pocket. The left flap to have a pencil opening about 1-1/4" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flap.

Flap Closure: The side points of the flaps are to be secured to the pockets by means of velcro fasteners sewn onto the flaps and pockets.

Badge Tab: To be reinforced on inside of the shirt by means of a strip of material 1-1/2" wide stitched and folded so that no raw edges show. The reinforcement strip is to extend from the flap setting stitch to the joining seam at the front of the yoke. To have two small (horizontal) buttonholes, 1-1/4" apart with the bottom buttonhole 1-1/2" above top of left flap.

Shoulder Straps: The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. The pointed ends shall be fastened with one matching button. The straps shall measure 2" at sleeve and taper to 1-3/8". Straps to be set about 2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

Permanent Creases: Shirt to have permanent military creases. Creases to be stitched in shirt only, not thru pockets and flaps. One crease in each front extending from hem to joining seam. Three vertical creases in back; middle crease on center back line; side back creases spaced equally from center crease.

Interlining: Flaps and bands to be EZ Crease. Top center to be lined with Freudenburg WR3022. Cuffs to be M37 H'Press and collar to be CK331.

Labels: label to be sewn in yoke, with size label sewn next to it. Care and content label to be sewn in

bottom hem.

**Button:** All buttons shall be made from high impact melamine and must match fabric.

**Pressing and Packing:** Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts to be shipped in strong boxes so as not to be damaged in shipment. Shirts to be bulk packed.

**Code of Conduct:** All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

### **Finished Dimensions**

<u>Size:</u>	<u>30</u>	<u>32</u>	<u>34</u>	<u>36</u>	<u>38</u>	<u>40</u>	<u>42</u>	<u>44</u>	<u>46</u>	<u>48</u>
Bust:	38-1/2	39-1/2	41	42-1/2	44	45-1/2	47-1/2	49-1/2	51-1/2	53-1/2
Waist:	35-1/2	36-1/2	38	39-1/2	41	42-1/2	44-1/2	46-1/2	48-1/2	50-1/2
Back:	27-1/2	27-1/2	28-1/2	28-1/2	28-1/2	28-1/2	28-1/2	28-1/2	29	29
Sleeve Length:	30	30	31	32	32	33	33	33	34	34

**Note:** Marine Blue shirt to be made to accommodate removable metal buttons on shoulder straps, pocket flaps and cuffs.

### **Flying Cross Ladie's Trouser**

**Fabric:** To insure permanent moisture control, superior breathability, soil resistance, easy care, wrinkle resistance, color matching, and color retention, the fabric is to be 11.512 oz. per linear yard, gabardine weave with mechanical stretch, 100% texturized polyester with Moisture Wicking technology. Color: Dark Navy Blue

**Style:** Shall be made with the Ladies Choice pattern, featuring a contour waistband with elastic side panels, shortened rise, and reshaped hip and seat. Trousers have a plain front, quarter top front pockets, two back pockets, and 7/8" belt loops.

**Pockets:** The front pocket opening will be a minimum 6" and be 5½" deep from the bottom of the opening. They shall be stitched, turned, and re-stitched. The inside front pocket facing shall be a separate piece of self material finished no less than 1¼" wide. There shall be a nonwoven interlining fused to the front pocket facing to give additional stability and strength to the pocket. The back pockets will have a minimum opening of 5½" on sizes 10 and above, and 5" on sizes 8 and below, and be 6" deep. They shall be made with a Reese PW automatic machine and finished on the outside with an exposed top and bottom cord. The left pocket shall have a tab to button. The front pockets shall have straight bartacks and the back pockets shall be bartacked with a triangular bartacking machine.

**Pocketing:** All pocketing shall be black 65% Polyester/35% Cotton with a minimum thread count of 70 x 48, weight is 4.3oz/sq. yd.

**Waistband:** Must be Ladies Choice construction for superior comfort and performance. The curtain, attached with a rocap machine, shall be made of black, biascut, cotton blended twill and shall have two continuous parallel 1/16" wide silicone bands for shirt retention. Inside the waistband shall be two pieces of breathable nonwoven stretch canvas for support. Waistband will also be fused for additional support. The finished waistband shall be 2" wide and shall be closed with a crushproof hook and eye, the eye being bartacked for stability. There shall be 4" elastic sewn into each side of the waistband for superior fit. The finished waistband shall be set on and shall be stitched below the lower edge through the outer

fabric and the waistband curtain. No alternative waistband will be acceptable.

**Zipper:** The trousers shall be closed with a brass memory lock zipper and have a brass bottom stop at the base of the zipper chain. A straight bartack shall be sewn through from the outside of the garment to the inside at the bottom of the fly. It shall be sewn through the zipper tape, the right and left fly and the right fly lining. The right and left fly shall be joined by an additional bartack located below the bottom zipper stop on the inside of the trouser.

**Inside Trim:** The right fly lining shall be the same fabric and color as the waistband curtain. There shall be a nonwoven interlining sewn to the fly to give additional stability and strength to the fly. The right fly lining shall be sewn to the left fly below the zipper.

**Belt Loops:** There should be a minimum of 5 belt loops on waist sizes 12 and down, and a minimum of 7 on all sizes over 14. Each loop is to be lined and  $\frac{7}{8}$ " wide with stitching on the face side  $\frac{3}{8}$ " from each edge. Except for the back loop, which shall be tacked on, all loops are to be sewn into the rocap at the top and sewn into the bottom of the waistband. They shall accommodate a  $1\frac{5}{8}$ " belt.

**Creasing:** The front and back crease in the trouser legs must incorporate a permanent modified silicone crease.

**Seaming:** The entire trouser is to be seamed with Polyester core or 100% Polyester spun thread. The seat seam shall be stitched with a tandem needle seaming machine.

**Labels:** The trouser shall have a sewn-in label giving care instructions and an outside waistband label which shall be marked with lot number, size, fiber content and cut number. A permanent size label shall be sewn inside on the hip pocket.

**Finishing and Pressing:** All loose threads shall be removed. Trousers must be pressed completely and properly with the side seam, inseam, and seat seam pressed open. There must be a Jetclip clip attached to the top fly of the finished trousers.

**Code of Conduct:** All garments must be produced in acceptable non-sweatshop working conditions. Verification of acceptable working conditions will be made through a completed Code of Conduct document that must be made available to the department. This document should list the location of the manufacturing companies/facilities and address child labor, wage and benefits, overtime, forced labor, freedom of association, harassment or abuse, health and safety, hours of work, nondiscrimination, and no retaliation guidelines. Noncompliance of this clause is cause for rejection.

### **Safariland U1 Overt Vest Carrier, U1**

**Style:** It is the intention of this department to secure a vest carrier by Safariland.

Vest carriers shall be cut to be adjustable at the sides. The vest carrier is fully lined and has interior front and back pouches for housing an armor carrier in its existing manufacturer's outershell.

Vest carriers to have permanent sewn-in military stitches.

The body armor carrier and ballistic panels used in conjunction with the Safariland U1 overt carrier are used in conjunction with Safariland 2.0 Armor.

**Tailoring:** Vest are tailored to the sizes of the body armor and must be ordered by the serial number

**Fabrics:** Shell fabric to be 100% texturized polyester,

Patch fabric used at side tabs to be 100% nylon; 5.0–5.5 oz/square yard 210 denier. The patch fabric is to be dyed to match the shell fabric.

Color: Navy Blue or High vis

All thread, buttons, velcro, lining and patch fabrics are to be dyed to match the shell color of the vest carrier.

Creasing: Pockets and pocket flaps to be die creased to give uniform shape and size.

Features:

- Soil repellent 100% polyester shell fabric
- Front hidden pocket with additional internal mesh pockets
- Clamshell VELCRO® Brand hook and loop adjustable shoulder attachments
- Adjustable sides
- Quick access angled hidden gun pocket
- Available in front opening option only
- Front side opening loading plate pocket
- Back top loading plate pocket
- Discreet zippers for panel insertion
- Front opening zipper design offers convenient on & off
- Ribbed channel spacer cooling liner mesh throughout
- High-profile VELCRO® Brand hook and loop for extra strength and durability
- Back neck hidden drag strap

**Samuel Broome Uniform Tie with Buttonholes, 18", #90010**

Fabric:

100% polyester – tropical weave Color: Navy 61

Construction:

Four-in-hand tie – French end construction Pre-tied on a bendover clip with black clasp Width at widest point is 3"

Finished length from top of knot to tip of the tie to be approximately 18"

Each tie shall have a label sewn into the back of big end of tie to accommodate small end Three buttonholes to be placed in tail to match buttons on shirt

Each tie shall be shipped with an individual cardboard insert to retain its shape during shipping

**Samuel Broome Uniform Tie with Buttonholes, 20", #90043**

Fabric:

100% polyester – tropical weave Color: Navy 61

Construction:

Four-in-hand tie – French end construction Pre-tied on a bendover clip with black clasp Width at widest point is 3". Finished length from top of knot to tip of the tie to be approximately 20" Each tie shall have a label sewn into the back of big end of tie to accommodate small end Three buttonholes to be placed in tail to match buttons on shirt Each tie shall be shipped with an individual cardboard insert to retain its shape during shipping

**Samuel Broome Uniform Tie with Buttonholes, 22", #90063**

Fabric:

100% polyester – tropical weave Color: Navy 61

Construction:

Four-in-hand tie – French end construction Pre-tied on a bendover clip with black clasp Width at widest point is 3"

Finished length from top of knot to tip of the tie to be approximately 22"  
Each tie shall have a label sewn into the back of big end of tie to accommodate small end  
Three buttonholes to be placed in tail to match buttons on shirt  
Each tie shall be shipped with an individual cardboard insert to retain its shape during shipping

**Flying cross Navy VaporCore 55100 Series Loft Jacket,**

Fabric: 100% Nylon outer shell Polartec

Design: 2 upper vertical storage pockets with zipper closure and ergonomic zipper pulls.

Features: Optional mic tab, shoulder straps and badge tab.

Pockets: 2 lower vertical fleece-lined hand warmer pockets with zipper closure.

Patches and marking: Galveston Police Patches attached on sleeves and Galveston Police heat press on back of jacket. Embroidered badge or Generic Patch on front chest.

**Shell Coat**

Description- Waterproof Breathable with Waterproof Zipper

Used in conjunction with soft-shell Jacket for colder days.

Drop In concealable hood

Patches and marking: Galveston Police Patches attached on sleeves and Galveston Police heat press on back of jacket.

**Bayly White Cover Uniform Cap, #09WM3B1, Sizes XS-XXL**

Style: Military A/F

Material & Color: White Caplite kiss bonded with foam and tricot lining.

Cap Covering: Will include top, 3-piece projection, side band, tip lining (acetate), sweat shield (.008 gauge clear vinyl) and a pocket for individual name card. Seams will be lock stitched 10-12 stitches to the inch.

Frame: Black Mesh

Visor: 2-1/4" 30 Degree Black High Gloss (9830)

Front Stayer: Stayer will be solid black. Emblem slots and assembly holes to be preformed, the inner band 2-1/8" x .050" extruded "poly" perforated with 3/8" holes throughout, with pre-punched button holes and attached with brass rivets.

Grommet: Will be a grommet cut to the exact size to fit properly within the cap cover.

Sweatband: 27 oz. anti-migratory non-toxic cloth backed vinyl, sewn on the outside of inner band and turned for cushioned effect to provide maximum comfort. Top edge to be finished and size label attached. Each cap to effectively cover two (2) head sizes. In six (6) sizes, XS, S, M, L, XL and XXL.

Eyelets Button Color & Style: Gold "P"

Front Strap: Gold Snake

Washing: Hand wash with mild soap and warm water. Let drip dry. Do not dry clean. Do not put in

automatic dryer.

Warranty: Cap will be warranted against any defects in materials or workmanship (misuse, abuse and normal wear excepted).

Standard Materials: Center Front Eyelet, Crown Lining, Side Vent Eyelets, I.D. Pocket

**Bayly White Cover Uniform Cap, #09NM3A2, Sizes XS-XXL**

Style: Military A/F

Material & Color: Midnight Navy kiss bonded with foam and tricot lining.

Cap Covering: Will include top, 3-piece projection, side band, tip lining (acetate), sweat shield (.008 gauge clear vinyl) and a pocket for individual name card. Seams will be lock stitched 10-12 stitches to the inch.

Frame: Black Mesh

Visor: 2-1/4" 30 Degree Black High Gloss (9830)

Front Stayer: Stayer will be solid black. Emblem slots and assembly holes to be preformed, the inner band 2-1/8" x .050" extruded "poly" perforated with 3/8" holes throughout, with pre-punched button holes and attached with brass rivets.

Grommet: Will be a grommet cut to the exact size to fit properly within the cap cover.

Sweatband: 27 oz. anti-migratory non-toxic cloth backed vinyl, sewn on the outside of inner band and turned for cushioned effect to provide maximum comfort. Top edge to be finished and size label attached. Each cap to effectively cover two (2) head sizes. In six (6) sizes, XS, S, M, L, XL and XXL.

Eyelets Button Color & Style: Silver "P"

Front Strap: Silver Snake

Washing: Hand wash with mild soap and warm water. Let drip dry. Do not dry clean. Do not put in automatic dryer.

Warranty: Cap will be warranted against any defects in materials or workmanship (misuse, abuse and normal wear excepted).

Standard Materials: Center Front Eyelet, Crown Lining, Side Vent Eyelets, I.D. Pocket

**Vertex Phantom LT Pants**

Color – Kaki/Navy/OD Green

Material – 65% Poly/ 35% Cotton

Model-VTX80001DT

**Vertex Phantom Female pants**

Color –Kaki/Navy

Material -65% poly/ 35% cotton

Model- VTX1205W or Similar

**Vertex Combat Shirts**

Color – Green /Tan

Model-VTX8525-OD

**Vertex Polo**

Color- Navy/Black/Red

Material- 100% Antimicrobial Performance Synthetic with COLD BLACK

Embroidery- Name and Badge

**Taclite Pro Pant**

Color- Navy

Model-71175-724

**Taclite Pro Shirt**

Color- Navy

Model-74273-724

Patches- to be placed on sleeves

Name Strip on Above Right Pocket

**Reversible Hir-vis Rain Coat**

Model-5.11 48125 or similar

Color-Reversible Black and Hi vis

**Police Safety Vest**

Model- Premier Emblems PV33398P or similar

**Blackinton B589 Gadges (Rhodium)**

Model-B589-Rhodium

Color- Gold or Silver

**Blackinton Hat Badge**

Model- B615- Rhodium

Color- Gold or Silver

**Blackinton G.P.D collar pin**

Model- A7326

Color- Gold or Silver

**Blackinton J1 Silver Name Plate**

Model – J1 Silver

Color- Gold or Silver

**S&W chain Handcuffs, Nickel**

Model-SW350103

**S&W hinge Handcuffs, Nickel**

Model – SW 350096

**Monadnock Pr 24 xts Expandable Polycarbonate w/supergrip**

Model-1102

**Bianchi Patrol Tekliner Belt**

Model – 7225

Description- Duty Belt

Style- Nylon

**Bianchi Ergotek Belt**

Model – 8105

Description- Duty Belt

Style- Nylon

**Safariland Mid Ride Level III w/light, stx PB, Glock/light**

Part Number- 7360-832-411

Style STX or High Gloss

Description- Gun Holster with Light capabilities

**Safariland OC Mk-3 Pouch**

Description- 3oz OC carrier

Model- 38-4-13pbl

Style STX or High Gloss

**Safariland Single Belt Keeper**

Description- Single Belt Keepr

Model – 65-2

Style -STX or High Gloss

**Safariland Double Belt Keeper**

Model- 654

Description- 4 snap belt keeper

Style- STX or High Gloss

**Safariland Open Top Cuff Case**

Model-090H-22

Style- STX or High Gloss

Description- Open top hand cuff case

**Safariland Closed Top Double Mag Pouch**

Model- 77-83-13PBL

Style –STX or High Gloss

Description- Magazine holder

**Safariland Open Top Baton Holder**

Model- 3010-21-PB

Style- STX or High Gloss

Description- Expandable baton holder

**Safariland Radio Holder**

Model – 761or similar

Style- STX or High Gloss

Description- Radio Holder for APX 6000

**Safariland Handcuff Strap**

Model- 690

Description- handcuff strap-snap

STX or High Gloss

**Sam Brown Duty Belt**

Description- Duty Belt

Style- High Gloss or STX

Model - 7960

### MEN'S SHIRT SPECIFICATIONS

Flying Cross by Fechheimer Item: 92R7886Z/35W5435Z

#### FABRIC:

##### Content:

100% Textured Polyester

65% Dacron Polyester/35% Combed Cotton

##### Weight:

7.0-7.5 oz. / linear yard

4.0 to 4.25oz/ Square yard

#### COLOR:

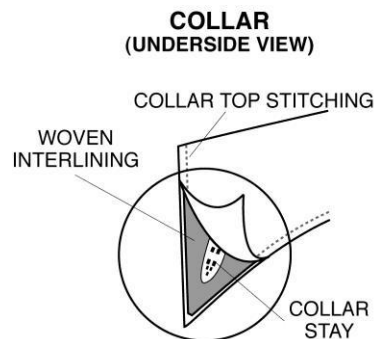
LAPD Blue/Marine Blue

#### STYLE:

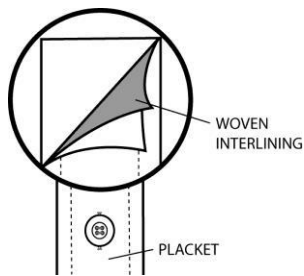
To be Flying Cross Model 92R7886Z. Dress style, top center placket front with zipper, knit side body inserts for tapered fit, convertible sport collar, short sleeves and dress shirttail. Two front map pockets with Velcro closure and pleated breast pockets with topstitched scalloped flaps. Topstitched shoulder straps. Full badge reinforcement. Matching inside yoke of high lustre PolyTwill. Work wear industrial style shirt construction is unacceptable and shall be cause for rejection.

#### COLLAR:

Collar points to measure 2 ½" long with ultrasonically fused-in Mylar stays. Collar to have woven interlining of #250 Dacron. Stays to be 2 ¼" long, 3/8" minimum width, and to be fused to underside of collar interlining. Stays applied directly to collar material itself unacceptable. Topstitched 1/4" off the edge. Collar material itself (top or underside) shall have no fusing to Mylar stays or collar interlining.



FRONT:

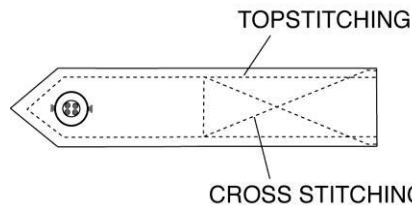


Each front shall have a facing approximately 3" in width. The left front shall have a top center placket 1-1/2" wide with two rows of stitches 7/8" apart. Stitching on the top center is not to be visible on the turn back facing. The shirt will have 7 buttons and buttonholes on the front; spacing between each will be 3-3/4" except the spacing between the neck button and the first button on the front, which will be approximately 3-1/4". Top center placket to have woven interlining of #250 Dacron. Non-woven interlining unacceptable and shall be cause for rejection. The fronts shall be joined to the yoke so that both raw edges of the yoke are turned under, with the front sandwiched between, and then all three are stitched down with a 1/16" raised stitch. Safety stitch joining unacceptable. A 15" nylon zipper, to be set below the second button and buttonhole, shall accomplish front closure. The top, second and bottom buttons to be attached to the right front, the balance to be sewn over the buttonholes on the left front.

#### SHOULDER STRAPS:

Shoulder straps to be two-piece pointed, 1/4" topstitched and to be set on yoke with leading topstitch conforming with front joining seam. To measure 2" at sleeve tapering to 1-3/8" and set not more than 1/2" from collar set seam. Cross-stitched approximately 2" from sleeve seam. Shoulder strap to have non-functional buttonhole with a well sewn button centered on buttonhole. Points of shoulder straps to be tacked to the shoulder. Edge stitched shoulder strap construction unacceptable.

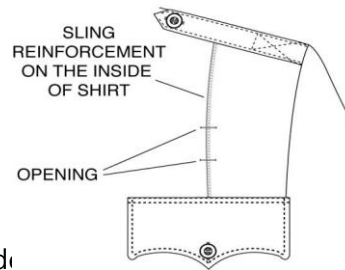
#### **SHOULDER STRAP**



#### BADGE REINFORCEMENT:

Two-ply sling 1" wide centered over left pocket and stitched to shoulder seam and flap setting stitch. It shall have 2 (two) buttonhole eyelets 1-1/4" from top of pocket flap spaced 1-1/4" apart and centered on sling.

#### **BADGE TAB**



#### MICROPHONE HOLDER:

Microphone holder to finish approximately 1" wide, 2" deep, centered on the top center placket between the first and second buttonhole on the shirtfront.

he top center

#### MAP POCKETS:

Each front shall be constructed with a map pocket design with opening on each pocket near the top center placket. Map pockets on side body seams.



### POCKETS:

Two breast patch pockets with mitered corners and 1-1/2" stitched pleats to be sewn over the map pockets. Pleats shall be stitched top and bottom and full length of pleat to prevent spreading. Pocket to measure 5-5/8" wide, 6" deep. Left breast pocket to have 1- 1/2" pencil stitch. Each pocket to have hook

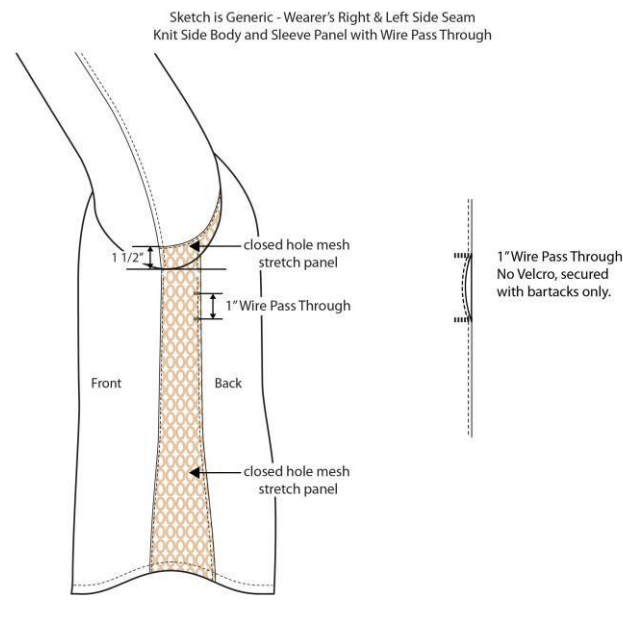
Velcro, 3/4" long by 1/2" wide, positioned on both edges of pocket to correspond with outer scalloped flap points as specified.

### FLAPS:

Two piece deep scalloped design to measure 5-7/8" across and 2-3/4" in depth at center point, 2-1/4" at sides. Secured to shirtfront approximately 3/8" above pocket. Left flap to have invisible pencil opening 1- 1/2" to correspond precisely with pencil slot of pocket. (Stop & start stitching for pencil opening unacceptable and shall

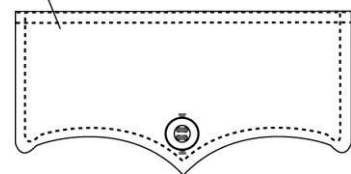
be cause for rejection.) Flaps to be 1/4" topstitched. Flaps to have woven interlining of #250 Dacron. Creased and edge stitched pocket flap construction unacceptable. Under side of the flap to have looped Velcro 3/4" long by 1/2" wide stitched all sides, positioned on outer points of both pocket flaps to secure with corresponding Velcro strips on shirt pocket. Each flap shall have a button centered on uncut sewn buttonhole.

### COMM PASS OPENING AND KNIT SIDE BODY:



### **FLAP**

#### **TOPSTITCHED FLAP**

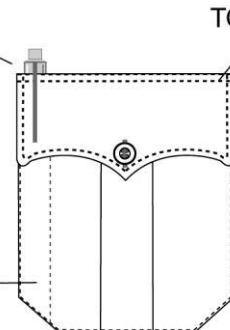


### **POCKET**

#### **HIDDEN PEN/PENCIL OPENING**

#### **TOPSTITCHED FLAP**

#### **PEN/PENCIL STITCH**



SLEEVES:

Sleeves are to be straight and whole and to have a  $\frac{3}{4}$ " hem and to finish at a minimum of 9  $\frac{1}{2}$ " long from shoulder seam.

BUTTONS:

First grade 20-ligne melamine.

SEWING:

Collar, shoulder straps and pocket flaps to be topstitched 1/4" off the edge. Sleeve inserting and side close felling seams are to be safety stitched then topstitched.

THREAD:

All sewing threads to be color fast polyester wrap to match.

INTERLINING:

Collars, Pocket flaps, Shoulder straps and top center to be interlined with #250 Dacron.

MILITARY CREASES:

There shall be five Lintrak ® sharp military creases on all shirts. One crease on each front to be centered vertically. Front creases shall not be through pockets and flaps. Spacing for three military creases across shirt back to be proportionate to the size of the shirt.

CONSTRUCTION:

Collar, shoulder straps and flaps are made with conventional construction. Top ply, bottom ply and interlining are first stitched together, then turned right side out and finally topstitched.

STOCK SIZES:

Shirts must be available in the following sizes: Alpha Sizing: S - 4XL

## MEN'S SHIRT SPECIFICATIONS

Flying Cross by Fechheimer Item: 92R7886Z/35W5435Z

### FABRIC:

#### Content:

100% Textured Polyester

65% Dacron Polyester/35% Combed Cotton

#### Weight:

7.0-7.5 oz. / linear yard

4.0 to 4.25oz/ Square yard

### COLOR:

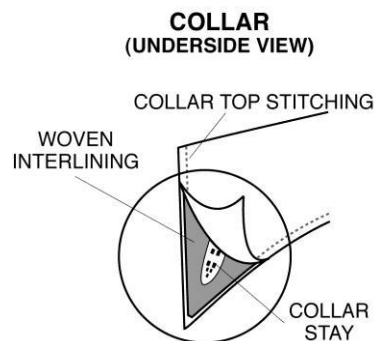
LAPD Blue/Marine Blue

### STYLE:

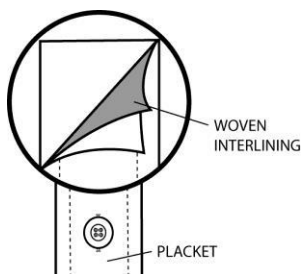
To be Flying Cross Model 92R7886Z/35W5435Z. Dress style, top center placket front with zipper, knit side body inserts for tapered fit, convertible sport collar, short sleeves and dress shirttail. Two front map pockets with Velcro closure and pleated breast pockets with topstitched scalloped flaps. Topstitched shoulder straps. Full badge reinforcement. Matching inside yoke of high lustre PolyTwill. Work wear industrial style shirt construction is unacceptable and shall be cause for rejection.

### COLLAR:

Collar points to measure 2 ½" long with ultrasonically fused-in Mylar stays. Collar to have woven interlining of #250 Dacron. Stays to be 2 ¼" long, 3/8" minimum width, and to be fused to underside of collar interlining. Stays applied directly to collar material itself unacceptable. Topstitched 1/4" off the edge. Collar material itself (top or underside) shall have no fusing to Mylar stays or collar interlining.



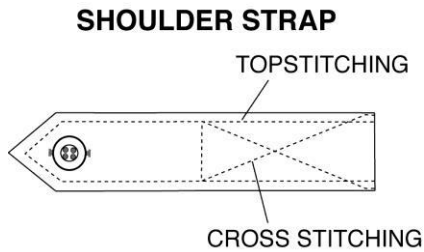
### FRONT:



Each front shall have a facing approximately 3" in width. The left front shall have a top center placket 1-1/2" wide with two rows of stitches 7/8" apart. Stitching on the top center is not to be visible on the turn back facing. The shirt will have 7 buttons and buttonholes on the front; spacing between each will be 3-¾" except the spacing between the neck button and the first button on the front, which will be approximately 3-1/4". Top center placket to have woven interlining of #250 Dacron. Non-woven interlining unacceptable and shall be cause for rejection. The fronts shall be joined to the yoke so that both raw

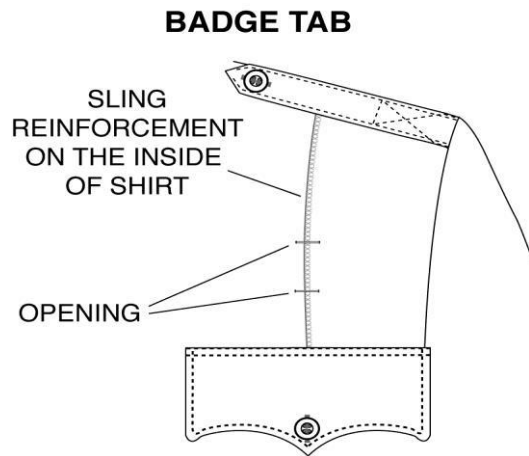
### SHOULDER STRAPS:

Shoulder straps to be two-piece pointed, 1/4" topstitched and to be set on yoke with leading topstitch conforming with front joining seam. To measure 2" at sleeve tapering to 1-3/8" and set not more than 1/2" from collar set seam. Cross-stitched approximately 2" from sleeve seam. Shoulder strap to have non-functional buttonhole with a well sewn button centered on buttonhole. Points of shoulder straps to be tacked to the shoulder. Edge stitched shoulder strap construction unacceptable.



### BADGE REINFORCEMENT:

Two-ply sling 1" wide centered over left pocket and stitched to shoulder seam and flap setting stitch. It shall have 2 (two) buttonhole eyelets 1-1/4" from top of pocket flap spaced 1-1/4" apart and centered on sling.



### MICROPHONE HOLDER:

Microphone holder to finish approximately 1" wide, 2" deep and to be centered on the top center placket between the first and second buttonhole on the shirt front.

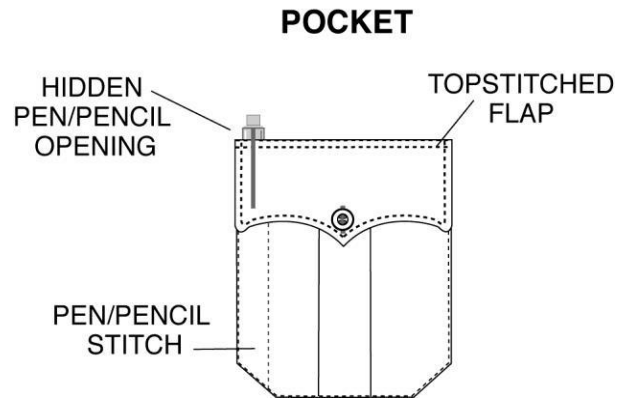
### MAP POCKETS:

Each front shall be constructed with a map pocket design which is sewn to the shirt front with Velcro opening on each pocket near the top center placket. Map pockets extend into the sleeving seam and side body seams.



### POCKETS:

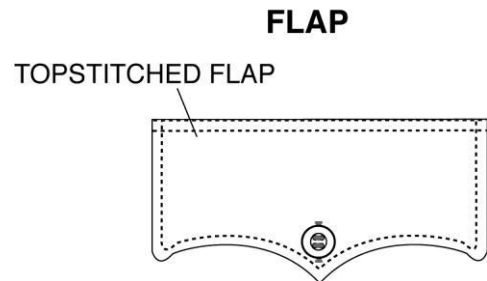
Two breast patch pockets with mitered corners and 1-1/2" stitched pleats to be sewn over the map pockets. Pleats shall be stitched top and bottom and full length of pleat to prevent spreading. Pocket to measure 5-5/8" wide, 6" deep. Left breast pocket to have 1- 1/2" pencil stitch. Each pocket to have hook Velcro, 3/4" long by 1/2" wide, positioned on both edges of pocket to correspond with outer scalloped flap points as specified.



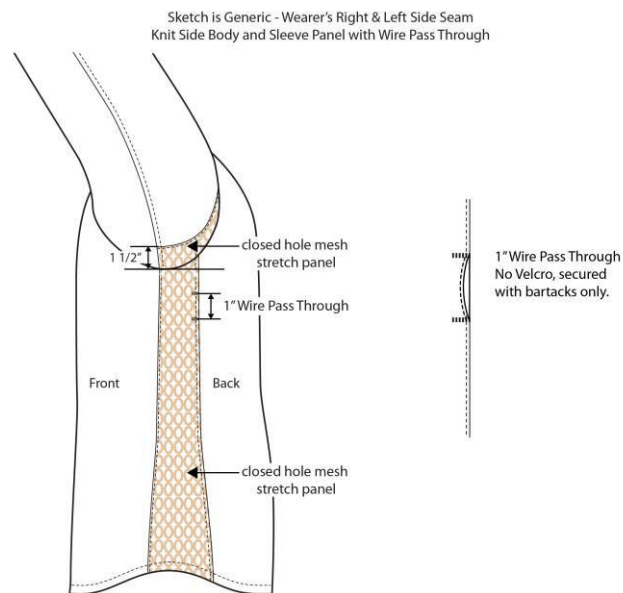
### FLAPS:

Two piece deep scalloped design to measure 5-7/8" across and 2-3/4" in depth at center point, 2-1/4" at sides. Secured to shirtfront approximately 3/8" above pocket. Left flap to have invisible pencil opening 1-1/2" to correspond precisely with pencil slot of pocket. (Stop & start stitching for pencil opening unacceptable and shall

be cause for rejection.) Flaps to be 1/4" topstitched. Flaps to have woven interlining of #250 Dacron. Creased and edge stitched pocket flap construction unacceptable. Under side of the flap to have looped Velcro 3/4" long by 1/2" wide stitched all sides, positioned on outer points of both pocket flaps to secure with corresponding Velcro strips on shirt pocket. Each flap shall have a button centered on uncut sewn buttonhole.



### COMM PASS OPENING AND KNIT SIDE BODY:

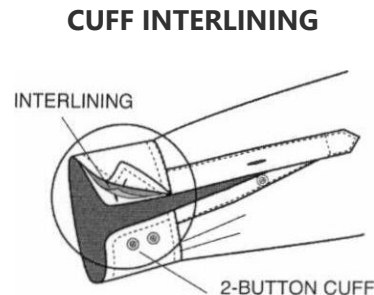


### SLEEVES:

Sleeve vent shall be a minimum of 4- 1/ 2" long with one-piece top and bottom facings. Facing to measure 1- 1/8" wide point blocked at top.

### CUFFS:

Two piece 1/2-inch hemmed cuff with 1/ 4" topstitching. Cuffs to measure 3" in depth with rounded comers (barrel cuffs). Cuffs to have two buttons and corresponding button holes set vertically with one button and buttonhole in center of facing. Cuffs to have woven interlining of #250 Dacron.



### BUTTONS:

First grade 20-ligne mela mine.

### SEWING:

Collar, cuffs, shoulder straps and pocket flaps to be topstitched 1/ 4" off the edge. Sleeve inserting and side close felling seams are to be safety stitched then topstitched.

### THREAD:

All sewing threads to be color fast polyester wrap to match .

### INTERLINING:

Collar, Cuffs, Pocket flaps , Shoulder straps and top center to be interlined with #250 Dacron .

### MILITARY CREASES:

There shall be five Lintrak ® sharp military creases on all shirts. One crease on each front to be centered vertically. Front creases shall not be through pockets and flaps. Spacing for three military creases across shirt back to be proportionate to the size of the shirt.

### CONSTRUCTION:

Collar, cuffs, shoulder straps and flaps are made with conventional construction. Top ply, bottom ply and interlining are first stitched together, then turned right side out and finally topstitched.

### STOCK SIZES:

Shirts must be available in the following sizes: Sleeve lengths: 32-37 inches

Neck sizes: 14-1/2 to 18-1/2, 19, 20, 21, 22

## HYBRID SHIRT SPECIFICATIONS

Flying Cross Item: 85VS7886

### STYLE NUMBER:

85VS7886

### FABRIC (A) Upper Bodv. Sleeves. Collar:

Content: 100% Textured Polyester

Weight: 7.0 to 7.5 oz. / linear

yard Color r: Navy

### FABRIC (B) 37 5nt Polyester:

Content: 65% COCONA® / 35.5% Polyester

Weight: 9.1 oz / Linear Yard

Color: Navy

### STYLE:

The Hybrid Shirt shall be manufactured from an up-to-date form fitting Shirt pattern.

The Hybrid Shirt styling shall have a ¼" front placket with button and buttonhole closure.

### COLLAR:

Convertible collar shall be one piece. Collar points to measure 2 ½" long with ultrasonically fused-in Mylar stays. Collar to have woven fusible interlining. Stays to be 2" long, 3/8" minimum width and to be fused to the bottom ply of the collar and shall be positioned along the leading edge. Collar topstitched 1/4" off the edge.

### UPPER FRONT:

Each upper front shall have a facing approximately 3" in width. The left front shall have a top center placket 1-1/2" wide with two rows of stitches 7/8" apart. Stitching on top center is not to be visible on the tum-back facing. The shirt will have 3 buttons and buttonholes on the upper front; spacing between each will be 3-}, except the spacing between the neck button and the first button on the front, which will be approximately 3-1/4". Top center placket to have woven fusible interlining. Non-woven interlining unacceptable and shall be cause for rejection. The fronts shall be joined to the yoke so that both raw edges of the yoke are turned under, with the front sandwiched between. and then all three are stitched down with a 1/16" raised stitch. Safety stitch 10111mg unacceptable. Inside back yoke to be lined with Nylon Mesh Lining.



LOWER BODY, SIDE PANELS AND UNDERARM GUSSETS:

Lower body, side panels and under arm gussets are made from 37.5™ Polyester fabric for ease of movement and comfort when worn under the U1 Carrier.

SLEEVES:

Sleeves are to be straight and whole and to have a ¾" hem and to finish at a minimum of 9 ¼" long from shoulder seam.

BUTTONS:

First grade 20-ligne melamine.

SEWING:

Collar to be topstitched 1/4" off the edge. Sleeve inserting and side close felling seams are to be safety stitched.

THREAD:

All sewing threads to be color fast polyester wrap to match.

INTERLININGS:

Collar and top center to be interlined with woven fusible.

AVAILABLE SIZES:

Hybrid shirt is available to order in the following sizes:  
XSMALL –XXXL

HYBRID Shirt  
Specifications  
Flying Cross Item:  
35VS7886

STYLE  
NUMBER:  
35VS7886

FABRIC (A) Upper Body, Sleeves,  
Collar: Content: 100% Textured  
Polyester  
Weight: 7.0 to 7.5 oz. /  
linear yard Color: Navy

FABRIC (B) 37.5STM Polyester:  
Content: 65% Cotton / 35.5%  
Polyester Weight: 9.1 oz / Linear  
Yard  
Color: Navy

STYLE:  
The Hybrid Shirt shall be manufactured from an up-to-date form fitting Shirt pattern. The Hybrid Shirt styling shall have a 1/2" front placket with button and buttonhole closure.

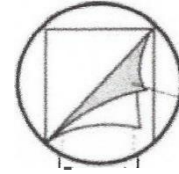
COLLAR:  
Convertible collar shall be one piece. Collar points to measure 2 1/2" long with ultrasonically fused-in Mylar stays. Collar to have woven fusible interlining. Stays to be 2" long, 3/8" minimum width and to be fused to the bottom ply of the collar and shall be positioned along the leading edge. Collar topstitched 1/4" off the edge.

UPPER FRONT:

Each upper front shall have a facing approximately 3" in width. The left front shall have a top center placket 1-1/2" wide with two rows of stitches 7/8" apart. Stitching on top

center is not to be visible on the turn-back facing. The shirt will have 3 buttons and buttonholes on the upper front; spacing between each will be 3-3/4" except the spacing between the neck button and the first button on the front, which

will be approximately 3-1/4". Top center placket to have woven fusible inter lining. Non-woven interlining unacceptable and shall be cause for rejection. The fronts shall be joined to the yoke so that both raw edges of the yoke are turned under , with the front sandwiched between, and then all three are stitched down with a 1/16 " raised stitch. Safety stitch joining unacceptable. Inside back yoke to be lined with Nylon Mesh Lining.



WOVEN  
INTERLINING

® PLACKET

LOWER BODY, SIDE PANELS AND UNDERARM GUSSETS:

Lower body, side panels and under arm gussets are made from 37.5™ Polyester fabric for ease of movement and comfort when worn under the U1 Carrier.

SLEEVES:

Sleeve vent shall be a minimum of 4-1/2" long with one-piece top and bottom facings. Facing to measure 1-1 / 8" wide point blocked at top.

CUFFS:

Two piece ½-inch hemmed cuff with 1 /4" topstitching. Cuffs to measure 2 1/2" in depth with rounded comers (barrel cuffs). Cuff to be two button adjustable with one button and buttonhole in center of facing. Cuffs to have woven fusible interlining.

BUTTONS:

First grade 20-ligne melamine.

SEWING:

Collar and cuffs to be topstitched 1 /4" off the edge. Sleeve inserting and side close felling seams are to be safety stitched.

THREAD:

All sewing threads to be color fast polyester wrap to match.

INTERLININGS:

Collar, cuffs and top center to be interlined with woven fusible.

AVAILABLE SIZES:

Hybrid shirt is available to order in the following sizes:

BODY SIZE	SLEEVE LENGTH				
	XSHORT T	SHORT	REG	LONG	XLONG G
XSMALL	X	X	X		
SMALL	X	X	X		
MEDIUM		X	X	X	
LARGE		X	X	X	X
XLARGE		X	X	X	X
2XL			X	X	X
3XL			X	X	X
4XL			X	X	X

MEN'S TROUSER SPECIFICATIONS  
Flying Cross by Fechheimer Item: TR070

FABRIC:

Content: 100% Polyester

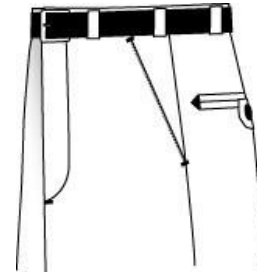
Weight: 12 - 12 ½ oz. per linear yard

Weave: Gabardine

Color: LAPD Navy

STYLE:

Trouser shall be manufactured from an up-to-date men's uniform trouser pattern. The trouser styling shall be T-1: plain front, two (2) quarter top front pockets, and two (2) hip pockets professionally finished with no visible topstitching. Work wear industrial style construction is unacceptable and shall be cause for rejection.



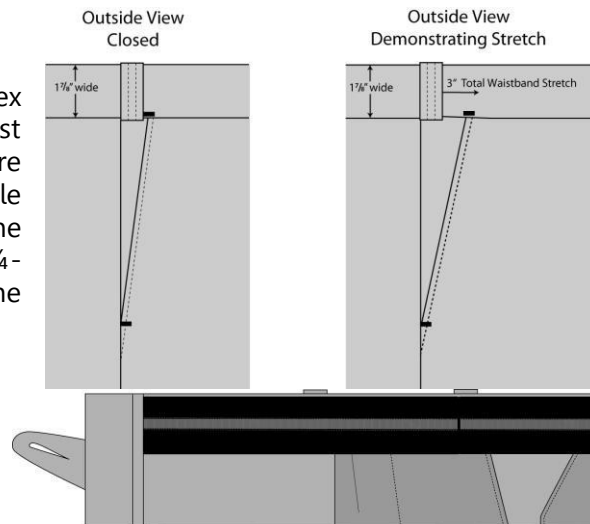
LINING MATERIAL:

The pocketing and fly lining material shall be 70% Polyester / 30% Cotton, 2.9 oz. per square yard (60" width) with a minimum 78 x 48 count. Pocketing must have a durable press finish and the color of the pocketing must be black.

FREEDOM-FLEX WAISTBAND SYSTEM:

Trouser shall be made with a special Freedom-Flex Waistband System that will allow the wearer waist expansion of 2 1/2" to 3". The waistband shall measure a minimum of 1-7/8" wide when finished. The flexible expansion split portion of the waistband shall be to the front of the trouser side seam and there shall be a ¾-inch wide side belt loop positioned to 'hide' the expansion split of the waistband.

The waistband curtain shall consist of two different styles for maximum waistband expansion to enhance wearer comfort, fit, and appearance. The front of the trouser (to the expansion split) waistband curtain style shall consist of a 2-inch wide elastic section that incorporates Tru-Grip, a ½" surface area composed of thin 55 gauge rubber for maximum comfort and performance. The Tru-Grip acts to help keep shirts tucked in securely. (Use of a single silicone strip or strips instead of ½" wide rubberized surface area shall be cause for rejection.)



The back half of the trouser waistband curtain shall finish a minimum 2-1/8" wide and is to be made of black pocketing material and shall be attached to the top of the trouser with a zigzag stitch. The waistband curtain must also contain Tru-Grip and will line up with the Tru-Grip on the front of the

expansion split. (Substitution of a silicone strip or strips in place of Tru-Grip shall not be acceptable and shall be cause for rejection.)

The waistband curtain is composed of a wet laid non-woven canvas weighing 3.3 oz. per square yard. The canvas is covered in the same color and material as the pocketing. The ½" rubberized surface area is positioned 1-¼" up from the bottom of the curtain.

The specifications for the rubberized Tru-Grip curtain are as follows:

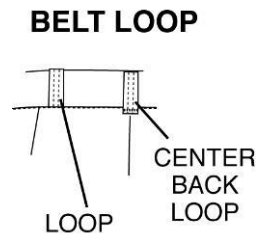
Width: 1-1/8-inch  
Warp: 300 Denier Texturized Polyester  
Filling: 300 Denier Texturized Polyester  
Rubber: 55 Gauge  
Count: 32-36 yarns per inch  
Contents: 59% Polyester/41% Rubber

To complete the Freedom-Flex Waistband System, there shall be a 1-1/4" wide elastic component sewn into the back half of the waistband curtain to allow for the stretch and recovery of the waistband to comfortably fit the wearer's waist size. There shall be a bartack for strength and durability sewn at the stress point on the waistband where it joins the front elasticized waistband curtain joining stitching (positioned, on the waistband above the front pocket.)

The waistband closure shall be accomplished with a single crush proof hook and eye centered on the waistband for wearer comfort. The hook and eye shall be reinforced with a 7/8" non-woven tape that is anchored with topstitching through and through to the top of the waistband (bartacks in place of topstitching shall be cause for rejection). In addition to the stitching of the waistband when it is set onto the trouser, the waistband must also be topstitched below the waistband seam of the trouser to be finished to allow for alterations (with ample fabric and curtain material to allow trouser size to be increased at least one size). The outlet in the seat is to be proportional to the waist outlet so the seat may also be let out. Seat seam must be sewn with a tandem needle machine (double-needle stitch) for maximum stretch.

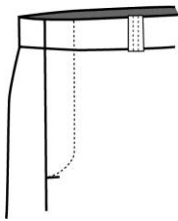
#### BELT LOOPS:

There shall be a minimum of seven belt loops 3/4" in width of double thickness. Each loop must have a non-woven interlining for added durability. All loops (except back center) must be sewn into the top and bottom of the waistband ("dropped" belt loops that are tacked to the outside of the trouser all around waist shall be cause for rejection). The top of the belt loops (except back center) shall be sewn into the waistband curtain seam with a Rocal machine using a zigzag stitch. The bottom of the center back loop shall be tacked to the trouser and the top of the loop tacked to the outside of the waistband to allow for easier waist alteration.



## FLY:

### **"J" STITCH**



Trouser shall have a brass metal zipper with memory lock brass slider secured by metal stopper at base. There shall be a French Fly tab closure on the inside of the right fly. The tab shall be double ply made of the basic trouser fabric (tabs made of pocketing material or a "grown on" French Fly will be cause for rejection). The right fly shall be lined with the same material and color as the pocketing. The fly lining shall be sewn to the left fly continuing below the zipper into the crotch area in a neat and durable manner. A button shall be located on the left fly corresponding with the French Fly tab to provide a clean and comfortable closure. Topstitching of fly to be installed with automatic "J" stitch equipment eliminating puckering and providing a clean finish. There shall be a firm straight bartack at the bottom of the fly going through the zipper tape for maximum strength. Bartack shall line up with starting point of "J" stitch.

## SEAT:

Seat must be sewn with a Tandem Needle Machine (double-needle stitch) for maximum durability

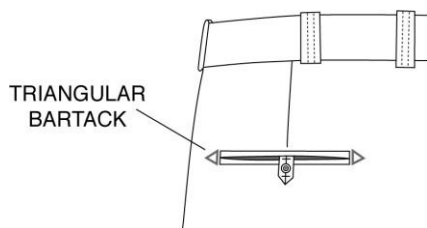
## POCKETS:

The two (2) front pockets will be quarter top style with a minimum opening of 6" and a minimum depth of 5-3/4" measured from the bottom of the opening. Front pockets to have firm straight bartacks at top and bottom of pocket openings. Pockets shall be constructed using the stitch, turn, and topstitch method. Front pocket facing and barrier to be made of the basic trouser fabric. Facing shall be a minimum of 1" and barrier shall measure a minimum of 2" (measured to the inside edge of pocket lining).

The two (2) hip pockets shall have a minimum 5-3/8" wide (bartack to bartack) opening and a minimum depth of 5-3/4" measured from the bottom of the pocket opening. Hip pockets shall be constructed using

the double welt method on an automatic welt machine. The welts shall be finished in such a manner that there is no topstitching (topstitched hip pockets shall be cause for rejection). The corners of the hip pocket openings shall have triangular bartacks for reinforcement (use of straight bartacks shall be cause for rejection). Hip pocket facing and barrier are to be made of basic trouser fabric. Facing shall be a minimum of 3/4" and the barrier shall be a minimum of 1-1/2". The left hip pocket shall have a centered tab made of basic cloth inserted into the top welt with bartacks at the top and bottom of the tab to form an opening for a button. A button shall be located below the bottom welt corresponding in location with the

### **HIP POCKET WITH TAB**



tab, which shall be interlined with non-woven for added durability. There shall be a dart centered above each hip pocket to waistband. Dart shall be approximately 2-3/4" long tapered from 3/8" at waistband and shall be installed with automatic equipment for a clean non-puckered finish.

The watch pocket shall be located on the right front at the waistband. This pocket shall have a minimum opening of 2-5/8" and a minimum depth of 2-7/8". The front of the pocket shall be made of pocketing fabric and the back of the pocket shall be made of basic fabric and the two pieces are securely stitched together. Each corner of the pocket opening shall have firm straight

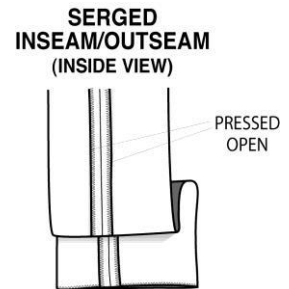
bartacks.

#### CREASES:

The leg creases, front and back will have a silicone bead put in by using the Lintrak process.

#### STITCHING, PRESSING & FINISHING:

Trouser must be stitched with matching thread. Trouser must be neatly pressed on Hothead Presses and properly shaped. Outseams and inseams are edge serged on automatic equipment for uniformity of quality and shall be pressed open for a smooth pucker-free finish with repeated cleaning and pressing. Trouser must be cleaned and finished to eliminate loose threads.



#### LABELS:

Trouser must have a permanent label providing care instructions and small woven label indicating waist size. A removable paper ticket showing the size, fabric content, cut number, and WPL or RN number must be on the outside of the waistband. Ticket to be matchbook style installed with plastic staples for easy removal without damaging trouser material and showing size when trousers are stacked.

WOMEN'S SHIRT SPECIFICATIONS  
Flying Cross by Fechheimer Item:  
142R7886Z/ 126R5435Z

FABRIC:

Content:

100% Textured Polyester  
65% Dacron Polyester/35% Combed Cotton

Weight:

7.0-7.5 oz. / linear yard  
4.0 to 4.25oz/ Square yard

COLOR:

LAPD Blue/Marine Blue

STYLE:

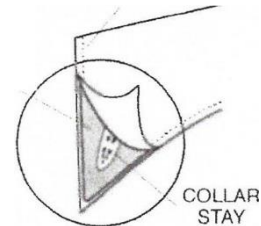
To be Flying Cross Model 142R7886Z /126R5435Z. Dress style, top center placket front with zipper, knit side body inserts for tapered fit, convertible sport collar, long sleeves with barrel cuffs and dress shirttail. Two front map pockets with Velcro closure and pleated breast pockets with topstitched scalloped flaps. Topstitched shoulder straps. Full badge reinforcement. Matching inside yoke and banana band of high luster PolyTwill. Work wear industrial style shirt construction is unacceptable and shall be cause for rejection.

COLLAR:

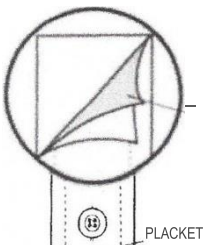
**COLLAR (underside view)**

Collar points to measure 2 7 / 8" long with ultrasonically fused -in Mylar stays. Collar to have woven interlining of #250 Dacron. Stays to be 2 1/2" long, 3 / 8" minimum WOVEN width, and to be fused to underside of collar interlining. INTERLINING Stays applied directly to collar material itself unacceptable. Topstitched 1/4" off the edge. Collar material itself (top or underside) shall have no fusing to Mylar stays or collar interlining.

COLLAR TOPSTITCHING



FRONT:



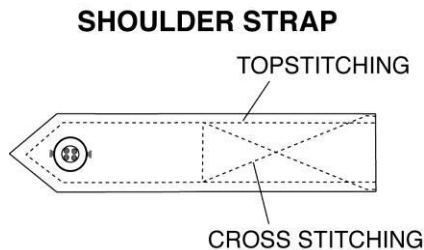
Each front shall have a facing approximately 3" in width. The right front shall have a top center placket 1-1/ 2" wide with two rows of stitches 7/8" apart. Stitching on the top center is not to be visible on the turn back facing. The shirt will have 6 buttons and buttonholes on interlining the front; spacing between each will be 3 1/ 2" except the spacing between the neck button and the first button on the front, which will be approximately 3-1 / 4". Top center placket to have woven interlining of #250 Dacron.

Non-woven interlining is unacceptable and shall be cause for rejection. The fronts shall be joined to the yoke so that both raw edges of the yoke are turned under, with the front sandwiched between , and then all three are stitched down with a 1/ 16" raised stitch. Safety stitch joining unacceptable. An 11 ½" nylon zipper, to be set below the second button and buttonhole, shall accomplish front closure.

The top, second and bottom buttons to be attached to the left front, the balance to be sewn over the buttonholes on the right front.

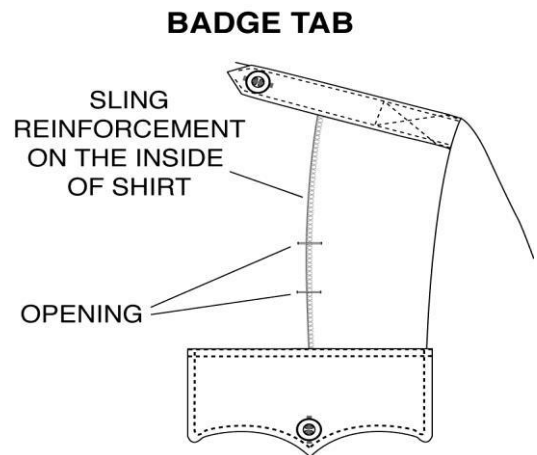
#### SHOULDER STRAPS:

Shoulder straps to be two-piece pointed, 1/4" topstitched and to be set on yoke with leading topstitch conforming with front joining seam. To measure 2" at sleeve tapering to 1-3/8" and set not more than 1/2" from collar set seam. Cross-stitched approximately 2" from sleeve seam. Shoulder strap to have non-functional buttonhole with a well sewn button centered on buttonhole. Points of shoulder straps to be tacked to the shoulder. Edge stitched shoulder strap construction unacceptable.



#### BADGE REINFORCEMENT:

Two-ply sling 1" wide centered over left pocket and stitched to shoulder seam and flap setting stitch. It shall have 2 (two) buttonhole eyelets 1-1/4" from top of pocket flap spaced 1-1/4" apart and centered on sling.



#### MICROPHONE HOLDER:

Microphone holder to finish approximately 1" wide, 2" deep and to be centered on the top center placket between the first and second buttonhole on the shirt front.

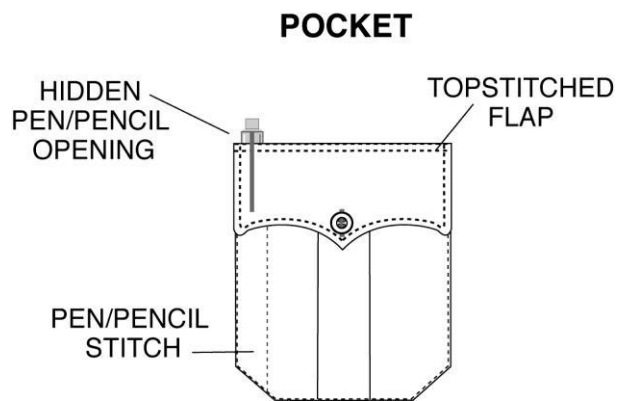
### MAP POCKETS:

Each front shall be constructed with a map pocket design which is sewn to the shirt front with Velcro opening on each pocket near the top center placket. Map pockets extend into the sleeving seam and side body seams.



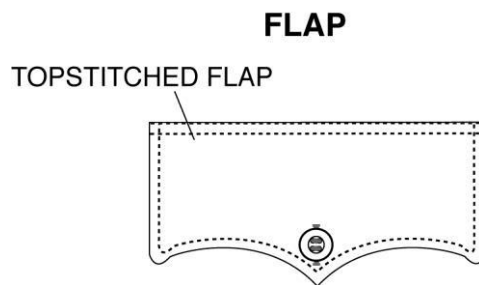
### POCKETS:

Two breast patch pockets with mitered corners and 1-1/4" stitched pleats to be sewn over the map pockets. Pleats shall be stitched top and bottom and full length of pleat to prevent spreading. Pocket to measure 5" wide, 5" deep. Left breast pocket to have 1- 1/2" pencil stitch. Each pocket to have hook Velcro, 3/4" long by 1/2" wide, positioned on both edges of pocket to correspond with outer scalloped flap points as specified.



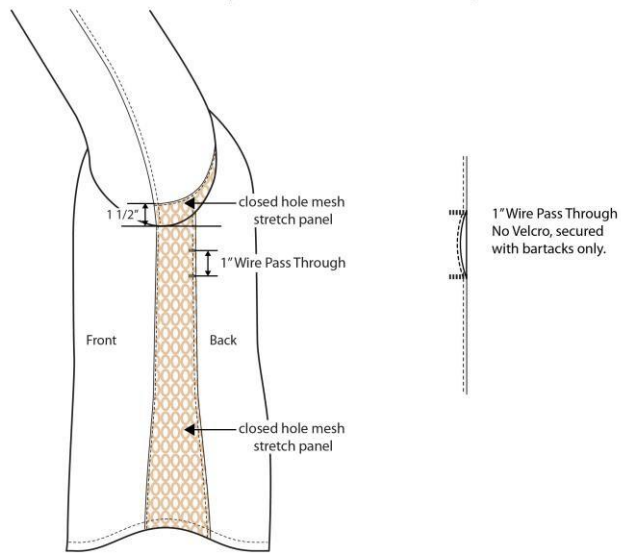
### FLAPS:

Two piece deep scalloped design to measure 5-7/8" across and 2-3/4" in depth at center point, 2-1/4" at sides. Secured to shirtfront approximately 3/8" above pocket. Left flap to have invisible pencil opening 1-1/2" to correspond precisely with pencil slot of pocket. (Stop & start stitching for pencil opening unacceptable and shall be cause for rejection.) Flaps to be 1/4" topstitched. Flaps to have woven interlining of #250 Dacron. Creased and edge stitched pocket flap construction unacceptable. Under side of the flap to have looped Velcro 3/4" long by 1/2" wide stitched all sides, positioned on outer points of both pocket flaps to secure with corresponding Velcro strips on shirt pocket. Each flap shall have a button centered on uncut sewn buttonhole.



## COMM PASS OPENING AND KNIT SIDE BODY:

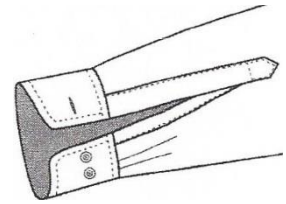
Sketch is Generic - Wearer's Right & Left Side Seam  
Knit Side Body and Sleeve Panel with Wire Pass Through



#### SLEEVES:

Sleeve vent shall be a minimum of 4 - 1 / 2" long with one-piece top and bottom facings. Facing to measure 1-1/ 8" wide point blocked at top.

#### **ADJUSTABLE CUFF**



#### CUFFS:

Two piece ½-inch hemmed cuff with 1/ 4" topstitching. Cuffs to measure 2 1/2" in depth with rounded corners (barrel cuffs). Cuff to be two button adjustable. Cuffs to have woven interlining of #250 Dacron.

#### BUTTONS:

First grade 20-ligne melamine.

#### SEWING:

Collar , cuffs, shoulder straps and pocket flaps to be topstitched 1/ 4" off the edge.

Sleeve inserting and side close felling seams are to be safety stitched then top stitched .

#### THREAD:

All sewing threads to be color fast polyester wrap to match.

#### INTERLINING:

Collar, Cuffs, Pocket flaps, Shoulder straps and top center to be interlined with #250 Dacron.

#### MILITARY CREASES:

There shall be five Lintrak ® sharp military creases on all shirts. One crease on each front to be centered vertically. Front creases shall not be through pockets and flaps. Spacing for three military creases across shirt back to be proportionate to the size of the shirt.

#### CONSTRUCTION:

Collar, shoulder straps and flaps are made with conventional construction. Top ply, bottom ply and interlining are first stitched together, then turned right side out and finally topstitched.

STOCK SIZES:

Shirts must be available in the following

sizes: Bust Sizes 30-52

Long Sleeve Lengths:

30	Regular = 30"	
32, 34	Regular = 30"	Long= 31"
36, 38	Regular= 31"	Long= 32"
40, 42	Regular = 32"	Long= 33"
44, 46	Regular= 33"	Long= 34"
48 & Up	Regular = 34"	Long= 35"

WOMEN'S SHIRT SPECIFICATIONS  
Flying Cross by Fechheimer Item:  
142R7886Z/126R5435Z

FABRIC:

Content:

100% Textured Polyester  
65% Dacron Polyester/35% Combed Cotton

Weight:

7.0-7.5 oz. / linear yard  
4.0 to 4.25oz/ Square yard

COLOR:

LAPD Blue/Marine Blue

STYLE:

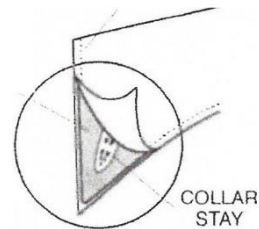
To be Flying Cross Model 142R7886Z/126R5435Z. Dress style, top center placket front with zipper, knit side body inserts for tapered fit, convertible sport collar, long sleeves with barrel cuffs and dress shirttail. Two front map pockets with Velcro closure and pleated breast pockets with topstitched scalloped flaps. Topstitched shoulder straps. Full badge reinforcement. Matching inside yoke and banana band of high lustre PolyTwill. Work wear industrial style shirt construction is unacceptable and shall be cause for rejection.

COLLAR:

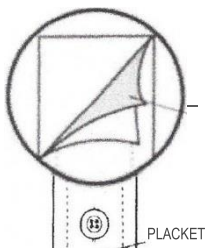
Collar points to measure  $2 \frac{7}{8}$ " long with ultrasonically Fused -in Mylar stays. Collar to have woven interlining of #250 Dacron . Stays to be  $2 \frac{1}{2}$ " long,  $\frac{3}{8}$ " minimum WOVEN width, and to be fused to underside of collar interlining. INTERLINING Stays applied directly to collar material itself unacceptable. Topstitched  $\frac{1}{4}$ " off the edge. Collar material itself (top or underside) shall have no fusing to Mylar stays or collar interlining.

**COLLAR (underside view)**

COLLAR TOPSTITCHING



FRONT:



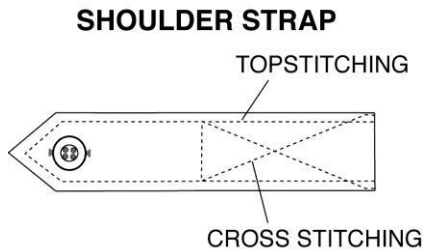
Each front shall have a facing approximately 3" in width. The right front shall have a top center placket  $1\text{-}\frac{1}{2}$ " wide with two rows of stitches  $\frac{7}{8}$ " apart. Stitching on the top center is not to be visible on

Woven the turn back facing. The shirt will have 6 buttons and buttonholes on interlining the front; spacing between each will be  $3 \frac{1}{2}$ " except the spacing between the neck button and the first button on the front, which will be approximately  $3\text{-}\frac{1}{4}$ ". Top center placket to have woven interlining of #250 Dacron. Non-woven interlining unacceptable and shall be cause for rejection.

The fronts shall be joined to the yoke so that both raw edges of the yoke are turned under, with the front sandwiched between , and then all three are stitched down with a 1/ 16" raised stitch. Safety stitch joining unacceptable. An 11 ½" nylon zipper, to be set below the second button and buttonhole, shall accomplish front closure. The top, second and bottom buttons to be attached to the left front, the balance to be sewn over the buttonholes on the right front.

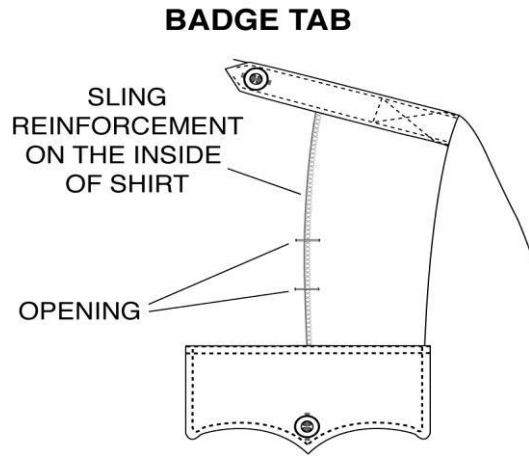
### SHOULDER STRAPS:

Shoulder straps to be two-piece pointed, 1/4" topstitched and to be set on yoke with leading topstitch conforming with front joining seam. To measure 2" at sleeve tapering to 1-3/8" and set not more than 1/2" from collar set seam. Cross-stitched approximately 2" from sleeve seam. Shoulder strap to have non-functional buttonhole with a well sewn button centered on buttonhole. Points of shoulder straps to be tacked to the shoulder. Edge stitched shoulder strap construction unacceptable.



### BADGE REINFORCEMENT:

Two-ply sling 1" wide centered over left pocket and stitched to shoulder seam and flap setting stitch. It shall have 2 (two) buttonhole eyelets 1-1/4" from top of pocket flap spaced 1-1/4" apart and centered on sling.



### MICROPHONE HOLDER:

Microphone holder to finish approximately 1" wide, 2" deep and to be centered on the top center placket between the first and second buttonhole on the shirt front.

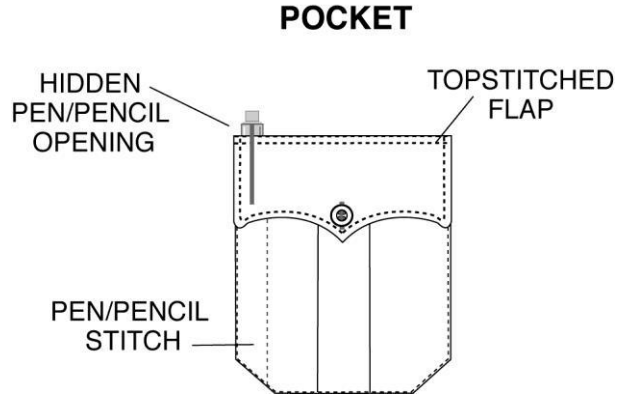
### MAP POCKETS:

Each front shall be constructed with a map pocket design which is sewn to the shirt front with Velcro opening on each pocket near the top center placket. Map pockets extend into the sleeving seam and side body seams.



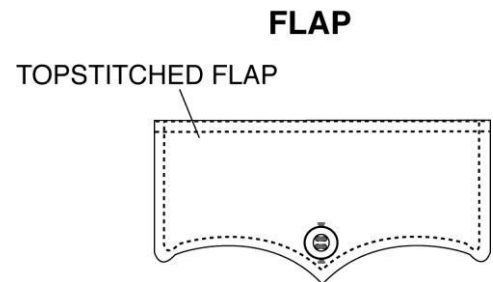
### POCKETS:

Two breast patch pockets with mitered corners and 1-1/4" stitched pleats to be sewn over the map pockets. Pleats shall be stitched top and bottom and full length of pleat to prevent spreading. Pocket to measure 5" wide, 5" deep. Left breast pocket to have 1- 1/2" pencil stitch. Each pocket to have hook Velcro, 3/4" long by 1/2" wide, positioned on both edges of pocket to correspond with outer scalloped flap points as specified.

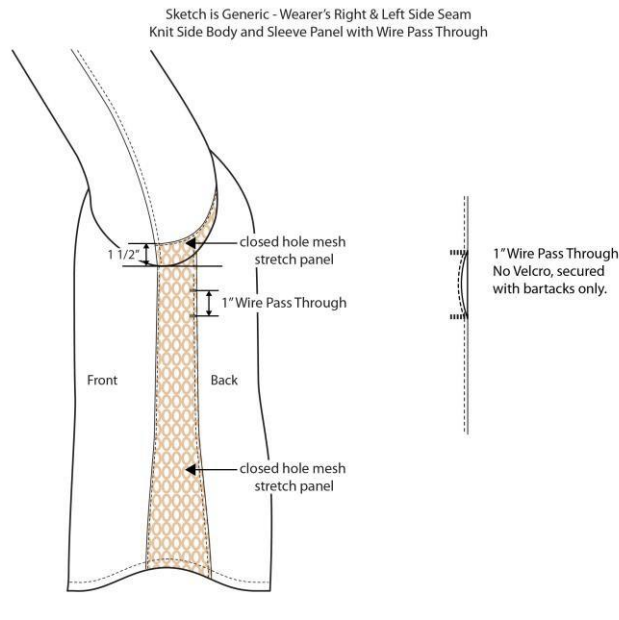


### FLAPS:

Two piece deep scalloped design to measure 5-7/8" across and 2-3/4" in depth at center point, 2-1/4" at sides. Secured to shirtfront approximately 3/8" above pocket. Left flap to have invisible pencil opening 1-1/2" to correspond precisely with pencil slot of pocket. (Stop & start stitching for pencil opening unacceptable and shall be cause for rejection.) Flaps to be 1/4" topstitched. Flaps to have woven interlining of #250 Dacron. Creased and edge stitched pocket flap construction unacceptable. Under side of the flap to have looped Velcro 3/4" long by 1/2" wide stitched all sides, positioned on outer points of both pocket flaps to secure with corresponding Velcro strips on shirt pocket. Each flap shall have a button centered on uncut sewn buttonhole.



### COMM PASS OPENING AND KNIT SIDE BODY:



#### SLEEVES:

Sleeves are to be straight and whole and to have a  $\frac{3}{4}$ " hem and to finish at a minimum of 8  $\frac{1}{2}$ " long from shoulder seam.

#### BUTTONS:

First grade 20-ligne melamine.

#### SEWING:

Collar, shoulder straps and pocket flaps to be topstitched  $\frac{1}{4}$ " off the edge. Sleeve inserting and side close felling seams are to be safety stitched then topstitched.

#### THREAD:

All sewing threads to be color fast polyester wrap to match.

#### INTER LINING:

Collars, Pocket flaps, Shoulder straps and top center to be interlined with #250 Dacron.

#### MILITARY CREASES:

There shall be five Lintrak ® sharp military creases on all shirts. One crease on each front to be centered vertically. Front creases shall not be through pocket and flaps. Spacing for three military creases across shirt back: to be proportionate to the size of the shirt.

#### CONSTRUCTION:

Collar, shoulder straps and flaps are made with convention construction. Top ply, bottom ply and interlining are first stitched together, then turned right side out and finally topstitched.

#### STOCK SIZES:

Shirts must be available in the following sizes: Bust Sizes 30-52

WOMEN'S TROUSER SPECIFICATIONS  
Flying Cross by Fechheimer Item: TR070WT

FABRIC:

Content: 100% Polyester

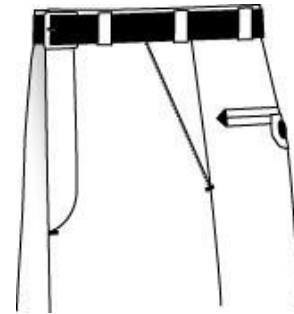
Weight: 12 - 12 ½ oz. per linear yard

Weave: Gabardine

Color: LAPD Navy

STYLE:

Garment shall be manufactured from an up-to-date women's pattern for comfort and easier sizing. The trouser styling shall be T-1: plain front, two (2) quarter top front pockets, and two (2) hip pockets professionally finished with no visible topstitching. Work wear industrial style construction is unacceptable and shall be cause for rejection.

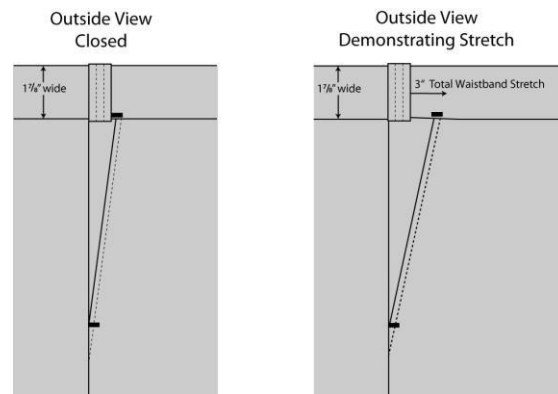


LINING MATERIAL:

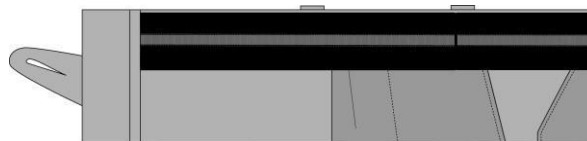
The pocketing and fly lining material shall be 70% Polyester / 30% Cotton, 2.9 oz. per square yard (60" width) with a minimum 78 x 48 count. Pocketing must have a durable press finish and the color of the pocketing must be black.

FREEDOM-FLEX WAISTBAND SYSTEM:

Trouser shall be made with a special Freedom-Flex Waistband System that will allow the wearer waist expansion of 2 1/2" to 3". The waistband shall measure a minimum of 1-7/8" wide when finished. The flexible expansion split portion of the waistband shall be to the front of the trouser side seam and there shall be a ¾-inch wide side belt loop positioned to 'hide' the expansion split of the waistband.



The waistband curtain shall consist of two different styles for maximum waistband expansion to enhance wearer comfort, fit, and appearance. The front of the trouser (to the expansion split) waistband curtain style shall consist of a 2-inch wide elastic section that incorporates Tru-Grip, a ½" surface area composed of thin 55 gauge rubber for maximum comfort and performance. The Tru-Grip acts to help keep shirts tucked in securely. (Use of a single silicone strip or strips instead of ½" wide rubberized surface area shall be cause for rejection.)



The back half of the trouser waistband curtain shall finish a minimum 2-1/8" wide and is to be made of black pocketing material and shall be attached to the top of the trouser with a zigzag stitch. The waistband curtain must also contain Tru-Grip and will line up with the Tru-Grip on the front of the expansion split. (Substitution of a silicone strip or strips in place of Tru-Grip shall not be acceptable and shall be cause for rejection.)

The waistband curtain is composed of a wet laid non-woven canvas weighing 3.3 oz. per square yard. The canvas is covered in the same color and material as the pocketing. The ½" rubberized surface area is positioned 1-¼" up from the bottom of the curtain.

The specifications for the rubberized Tru-Grip curtain are as follows:

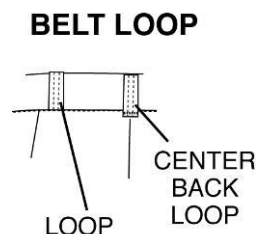
Width: 1-1/8-inch  
Warp: 300 Denier Texturized Polyester  
Filling: 300 Denier Texturized Polyester  
Rubber: 55 Gauge  
Count: 32-36 yarns per inch  
Contents: 59% Polyester/41% Rubber

To complete the Freedom-Flex Waistband System, there shall be a 1-1/4" wide elastic component sewn into the back half of the waistband curtain to allow for the stretch and recovery of the waistband to comfortably fit the wearer's waist size. There shall be a bartack for strength and durability sewn at the stress point on the waistband where it joins the front elasticized waistband curtain joining stitching (positioned, on the waistband above the front pocket.)

The waistband closure shall be accomplished with a single crush proof hook and eye centered on the waistband for wearer comfort. The hook and eye shall be reinforced with a 7/8" non-woven tape that is anchored with topstitching through and through to the top of the waistband (bartacks in place of topstitching shall be cause for rejection). In addition to the stitching of the waistband when it is set onto the trouser, the waistband must also be topstitched below the waistband seam of the trouser to be finished to allow for alterations (with ample fabric and curtain material to allow trouser size to be increased at least one size). The outlet in the seat is to be proportional to the waist outlet so the seat may also be let out. Seat seam must be sewn with a tandem needle machine (double-needle stitch) for maximum stretch.

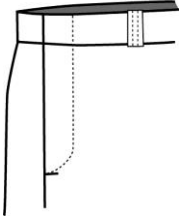
#### **BELT LOOPS:**

There shall be a minimum of seven belt loops 3/4" in width of double thickness. Each loop must have a non-woven interlining for added durability. All loops (except back center) must be sewn into the top and bottom of the waistband ("dropped" belt loops that are tacked to the outside of the trouser all around waist shall be cause for rejection). The top of the belt loops (except back center) shall be sewn into the waistband curtain seam with a Rocap machine using a zigzag stitch. The bottom of the center back loop shall be tacked to the trouser and the top of the loop tacked to the outside of the waistband to allow for easier waist alteration.



#### FLY:

##### **"J" STITCH**



Trouser shall have a brass metal zipper with memory lock brass slider secured by metal stopper at base. There shall be a French Fly tab closure on the inside of the right fly. The tab shall be double ply made of the basic trouser fabric (tabs made of pocketing material or a "grown on" French Fly will be cause for rejection). The right fly shall be lined with the same material and color as the pocketing. The fly lining shall be sewn to the left fly continuing below the zipper into the crotch area in a neat and durable manner. A button shall be located on the left fly corresponding with the French Fly tab to provide a clean and comfortable closure. Topstitching of fly to be installed with automatic "J"

stitch equipment eliminating puckering and providing a clean finish. There shall be a firm straight bartack at the bottom of the fly going through the zipper tape for maximum strength. Bartack shall line up with starting point of "J" stitch.

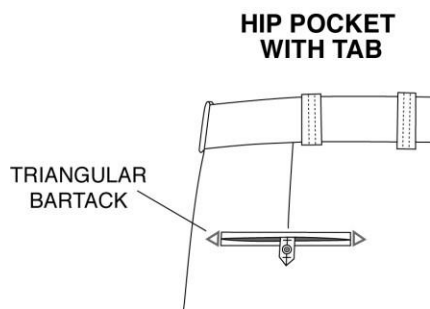
#### SEAT:

Seat must be sewn with a Tandem Needle Machine (double-needle stitch) for maximum durability.

## POCKETS:

The two (2) front pockets will be quarter top style with a minimum opening of 6" and a minimum depth of 4-1/2" measured from the bottom of the opening. Front pockets to have firm straight bar tacks at bottom of pocket openings. Pockets shall be constructed using the stitch, turn, and topstitch method. Front pocket facing and barrier to be made of the basic trouser fabric. Facing shall be a minimum of 1" and barrier shall measure a minimum of 2" (measured to the inside edge of pocket lining).

The two (2) hip pockets shall have a minimum 5-3/8" wide (bartack to bartack) opening and a minimum depth of 5-3/4" measured from the bottom of the pocket opening. Hip pockets shall be constructed using



the double welt method on an automatic welt machine. The welts shall be finished in such a manner that there is no topstitching (topstitched hip pockets shall be cause for rejection). The corners of the hip pocket openings shall have triangular bartacks for reinforcement (use of straight bartacks shall be cause for rejection). Hip pocket facing and barrier are to be made of basic trouser fabric. Facing shall be a minimum of 3/4" and the barrier shall measure a minimum of 1-1/2". The left hip pocket shall have a centered tab made of basic cloth inserted into the top welt with bartacks at the top and bottom of the tab to form an opening for a button. A button shall be located below the bottom welt corresponding in location with the

tab, which shall be interlined with non-woven for added durability. There shall be a dart centered above each hip pocket to waistband. Dart shall be approximately 2-3/4" long tapered from 3/8" at waistband and shall be installed with automatic equipment for a clean non-puckered finish.

The watch pocket shall be located on the right front at the waistband. This pocket shall have a minimum opening of 2-5/8" and a minimum depth of 2-7/8". The front of the pocket shall be made of pocketing fabric and the back of the pocket shall be made of basic fabric and the two pieces are securely stitched together. Each corner of the pocket opening shall have firm straight bar tacks.

## CREASES:

The leg creases, front and back will have a silicone bead put in by using the Lintrak process.

## STITCHING, PRESSING & FINISHING:

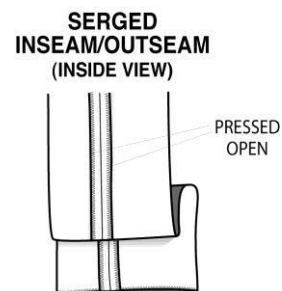
Trouser must be stitched with matching thread. Trouser must be neatly pressed on Hothead Presses and properly shaped. Out seams and inseams are edge serged on automatic equipment for uniformity of quality and shall be pressed open for a smooth pucker-free finish with repeated cleaning and pressing. Trouser must be cleaned and finished to eliminate loose threads.

## STOCK SIZES:

Trouser must be available from stock in the following sizes:

Women's

2 - 26



LABELS:

Trouser must have a permanent label providing care instructions and small woven label indicating waist size. A removable paper ticket showing the size, fabric content, cut number, and WPL or RN number must be on the outside of the waistband. Ticket to be matchbook style installed with plastic staples for easy removal without damaging trouser material and showing size when trousers are stacked.

**Safariland**  
**U1 Overt Carrier Front Opening**

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**STYLE NUMBER:**

U1\_O\_F

**COLOR**

NAVY

High/ Vis

Soil repellent 100% polyester shell fabric  
Front hidden pocket with additional internal mesh pockets  
Clamshell VELCRO® Brand hook and loop adjustable shoulder attachments  
Adjustable sides  
Quick access angled hidden gun pocket  
    Available in front opening option only  
" Front side opening loading plate pocket  
Back top loading plate pocket  
Discreet zippers for panel insertion  
Front opening zipper design offers convenient on & off  
Ribbed channel spacer cooling liner mesh throughout  
High-profile VELCRO® Brand hook and loop for extra strength and durability  
Back neck hidden drag strap



Description	Quantity	Model or ITEM #	Unit Cost
<b>DUTY GEAR</b>			
Bianchi Patrol Tekliner Belt		7225	45.94
Bianchi Ergotek Belt		8105	12.50
Sam Brown Duty Belt		7960	48.12
7360-832-411 RH 412 RL Mid Ride Level III w/Light, STX PB, Glock/Light		7360-832-411	111.38
Safariland OC MK-3 Pouch		38-4-13PBL	18.75
Safariland Single Belt Keeper		65-2	2.50
Safariland Double Belt Keeper		654	6.10
Safariland Open Top Cuff Case		090H-22	20.00
Safariland Closed Top Double Mag Pouch		77-83-13PBL	28.12
Safariland Radio Holder for APX6000		761-	25.17
Safariland Handcuff Strap		690	7.04
Safariland Open Top Baton Holder, STX Tac 21"		3010-21"-PB	21.00
S&W Hinge Handcuffs, Nickle		SW350096	28.00
S&W Chain Handcuffs, Nickle		SW350103	44.00
Monadnock PR24 XTS Expandable Polycarbonate w/Supergrip		1102	88.88

UNIFORM ITEMS	Quantity	Model or ITEM #	Custom Work on Each Item Included in Cost	UNIT COST
Flying Cross Marine Blue L/S Shirt		35W54-35	Shoulder Patches	
Flying Cross Marine Blue L/S Shirt Ladies		126R5435Z	Shoulder Patches	
Poly/Wool 4pkt Pant w/Stripe		47280-86	Dept. Stripe (French Blue)	

UNIFORM ITEMS	Quantity	Model or ITEM #	Custom Work on Each Item Included in Cost	UNIT COST
Safariland 2.0 U1 Carrier		SBA-U1-FRNT-Navy/High Vis	Embroidery/Badge Patch	
Flying Cross Hybrid Shirt S/S		85VS78-86	Patches /G.P.D Collars Embroidery	
Flying Cross Hybrid Shirt L/S		35VS78-86	Patches /G.P.D Collars Embroidery	
Flying Cross Poly Powerstretch Shirt S/S		92R78z-86	Dept Patches (Badge Patch/G.P.D collars)	
Flying Cross Poly Powerstretch Shirt S/S Ladies		142R7886Z	Dept Patches (Badge Patch/G.P.D collars)	
Flying Cross Poly Powerstretch Shirt L/S		42W78z-86	Dept Patches (Badge Patch/G.P.D collars)	
Flying Cross Poly Powerstretch Shirt L/S Ladies		142R886Z	Dept Patches (Badge Patch/G.P.D collars)	
Flying Cross Poly Stretch Waist Pant with T20 Zipper Cargo Pocket		TR070-86-REG-T20	Hem. NO STRIPE	
Flying Cross Poly Stretch Waist Pant with T20 Zipper Cargo Pocket Ladies		TRO70 WT	Hem. NO STRIPE	
Samuel Broome Clip-On Tie 18"-22"		90010, 90043, 90063	n/a	
Blackinton B589 Badges (Rhodium)		B589-Rhodium	n/a	
G.P.D Collar Pins		A7326	n/a	
Blackinton J1 Silver Name Plate		J1-Silver	n/a	
Blackinton Hat Badge		B615-Rhodium	n/a	
Bayly Police Hat		09NM3A2 - NVY / 09WB2B1-White	n/a	
Flying Cross Soft-Shell Jacket		54100a-86	Patches, Embroidery Heat- Press	
Shell Coat/Waterproof Breathable		Flying Cross/Gerber style	Patches/Heat Press Lettering	
5.11 48125 Reversible Hi-Vis Rain Coat		48125	"POLICE" Heat-Press Lettering	

<b>UNIFORM ITEMS</b>	<b>Quantity</b>	<b>Model or ITEM #</b>	<b>Custom Work on Each Item Included in Cost</b>	<b>UNIT COST</b>
Premeir Emblems "POLICE" Safety Vest		PV3339P	n/a	
Vertx Trouser		VTX8001DT	n/a	
Vertx Combat Shirts - OD Green		VTX8525-OD	n/a	
Vertx Pahntom Female Pant		VTX1205W	n/a	
Taclite Pro Shirt		71175-724	Embroidery/Patches	
Taclite Pro Pant		74273-724	n/a	

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2017-270349

Date Filed:  
10/10/2017

Date Acknowledged:

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Fernandez Investment Group DBA Cop Stop  
Pearland, TX United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

City of Galveston

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

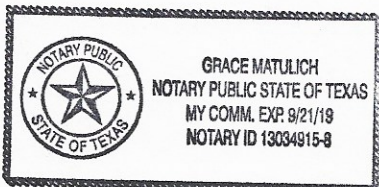
17-30  
Police Uniforms

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Fernandez Investment Group DBA Cop Stop	Pearland, TX United States	X	

5 Check only if there is NO Interested Party. ☐

**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



*Natalie Fernandez*  
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Natalie Fernandez, this the 10<sup>th</sup> day of October, 20 17, to certify which, witness my hand and seal of office.

*Grace Matulich*  
Signature of officer administering oath

Grace Matulich  
Printed name of officer administering oath

Notary Public State of Texas  
Title of officer administering oath



6831 Broadway St STE F  
Pearland, TX 77581  
(281) 412-7358

## ONSITE CUSTOM EMBROIDERY & ALTERATIONS

### Bidders Experience / Staff (Section 4.D )

Account Manager	Kaena Sayers
Title	Office and Account Manager
Contact	(281) 412-7358
Email	<a href="mailto:kaena.copstop@gmail.com">kaena.copstop@gmail.com</a>
Years of Experience	7

**Company's Years in Business: 14**

**Project Related Experience:** We serve over 100 Accounts in the greater Houston Area, we hold some of the largest Ballistic Vest Contracts in this territory and our entire sales staff has been trained in custom armor sizing by Safariland.